

Class Title: CCTV Technician

BRIEF DESCRIPTION OF THE CLASSIFICATION:

Operate a Closed-Circuit Television (CCTV) system to conduct inspections of sanitary sewer and storm water systems and record images used to evaluate the condition of infrastructure and identify blockages and failures.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

Physical Strength Code		ESSENTIAL FUNCTIONS
1	M	Inspect sanitary sewer and storm water pipes and laterals by operating a CCTV truck and the associated cameras and operating systems.
2	H	Drive and operate a CCTV truck safely, set up work zone traffic control, access utility manholes and conduct atmospheric testing for confined spaces.
3	L	Operate remote cameras and record video images. Use computers and associated software to create reports and work orders. Trouble shoot camera, video equipment, computer and software to identify problems and repair options.
4	L	Assist with performing field investigations of underground utilities. Locate and identify utility markings. Read and interpret engineering drawings and site plans.
5	M	Assist work crews by responding to calls to investigate and evaluate underground infrastructure.

CLASS REQUIREMENTS:

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Formal Education / Knowledge	Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with at least six months of advanced study or one year of related construction or utility maintenance experience.
Experience	One year of construction or utility maintenance experience.
Certifications and Other Requirements	Valid Driver’s License. Pipeline Assessment Certification (PACP) may be required depending on assignment.
Reading	Work requires the ability to read technical manuals, complex instructions, and blueprints.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write information in work orders, reports, and general correspondence. Prepare reports and add narrative to video inspections to allow for rapid understanding of locations and inspection information.
Managerial	N/A
Budget Responsibility	N/A
Supervisory / Organizational Control	N/A
Complexity	Work requires analysis and judgment in accomplishing diversified duties. Work requires the exercise of independent thinking within the limits of policies, standards, and precedents.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision-making authority for purchases or projects. Works with individuals outside the City who may belong to professional or peer organizations. Working with various state and federal agencies may also be required.

OVERALL PHYSICAL STRENGTH DEMANDS:

Sedentary	Light	Medium X	Heavy	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Field work, locating utilities
Sitting	F	Computer desk work, telephone use, driving
Walking	F	Locating utilities, setting up work zone
Lifting	F	Accessing manholes and lifting equipment
Carrying	F	Manholes and CCTV equipment
Pushing/Pulling	F	Manholes and CCTV equipment
Reaching	F	CCTV equipment
Handling	F	Manholes and CCTV equipment
Fine Dexterity	F	Computer keyboard, telephone keypad, calculator, tools, writing
Kneeling	F	Manholes and CCTV equipment
Crouching	F	Manholes and CCTV equipment
Crawling	O	Manholes and CCTV equipment
Bending	F	Manholes and CCTV equipment
Twisting	F	Manholes and CCTV equipment
Climbing	F	Ladders, stairs
Balancing	F	Ladders, stairs
Vision	C	Reading engineering drawings, manuals and diagrams, work orders, driving, operating CCTV equipment
Hearing	C	Co-workers, supervisor, radio, machine noise, equipment noise
Talking	F	Co-workers, supervisor, crew leaders, associates
Foot Controls	R	Driving
Other (specify)	N	

MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:

CCTV Truck and associated camera and video recording equipment. Computer.

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS		PRIMARY WORK LOCATION	
Mechanical Hazards	D	Dirt and Dust	W	Office Environment	X
Chemical Hazards	W	Extreme Temperatures	S	Warehouse	--
Electrical Hazards	D	Noise and Vibration	W	Shop	X
Fire Hazards	W	Fumes and Odors	M	Vehicle	X
Explosives	M	Wetness/Humidity	S	Outdoors	X
Communicable Diseases	N	Darkness or Poor Lighting	D	Other	
Physical Danger or Abuse	N				
Other (See 1 Below)	D				

(1) Confined Spaces

PROTECTIVE EQUIPMENT REQUIRED:

Respirator, hard hat, eye protection, gloves, steel toed shoes, hearing protection

NON-PHYSICAL DEMANDS:

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NON-PHYSICAL DEMANDS	
Time Pressures	O
Emergency Situations	O
Frequent Change of Tasks	O
Irregular Work Schedule/Overtime	O
Performing Multiple Tasks Simultaneously	O
Working Closely with Others as Part of a Team	F
Tedious or Exacting Work	F
Noisy/Distracting Environment	O
Other	