



Water Quality Technician Regulatory Operations Department

Full-Time/Non-Exempt
Career Range: \$31.18-\$44.21/hour (DOQ)

Fort Collins – Loveland Water District

Revision Date: March 2026

Approved by General Manager:

Approved by Human Resources:

General Purpose:

The Water Quality Technician is responsible for accurately and competently providing sampling and water quality expertise for the Fort Collins-Loveland Water District (FCLWD, the District) in compliance with quality control measures outlined by the State of Colorado. Reports directly to the Regulatory Operations Superintendent.

Essential Functions:

- Provides daily, monthly, quarterly and annual water quality sampling and reporting to the State of Colorado Water Quality Control Division.
- Prepares the yearly Consumer Confidence Report (CCR) for the State of Colorado and customers
- Builds strong relations and frequently interacts with customers, the Colorado Department of Public Health and Environment, testing facilities and water treatment plant staff.
- Defines and diligently ensures consistency of sampling locations, scheduling and total number of samples required for compliance.
- Assists Business Office and Engineering Department staff in relation to District water quality specifications and compliance, including notifications.
- Assists customers and contractors with requests related to water quality.
- Provides support for utility locates.
- Provides back-up coverage in the department.
- Assists the Field Operations Department in the completion of any/all projects when assistance is needed.
- Complies with the Operations cleaning schedule.
- Other duties as required and necessary to ensure the success of the organization.

Supervisory duties:

- None.

Knowledge, skills and abilities:

- Ability to consistently promote, support, work, and act with an expectation of agency in a manner in support of the District's mission, vision and values.
- Knowledge of the Safe Drinking Water Act
- Knowledge of Water Quality Control Division regulations
- Working knowledge of chemistry and environmental sciences.
- Ability to understand lab procedures and specialized equipment utilized in water sampling and testing.
- Ability to accurately record, interpret, and maintain detail documentation of test results and reports for internal and external regulatory use.

- Must be well organized, thorough and have effective time management skills.
- Knowledge of basic math with the ability to troubleshoot and problem solve.
- Ability to learn specialized software and operate hand-held reading devices.
- Ability to communicate effectively with customers, contractors, developers, distributors, co-workers, and supervisory staff verbally or in writing.
- Ability and maturity to perform assigned tasks unsupervised throughout an eight (8) hour day.
- Ability to learn and understand the operations of a water distribution system.
- Knowledge of hand and power tool operations with a safety conscious attitude

Additional Requirements/Licenses/Certifications:

- Must have reliable transportation.
- Must have a valid driver's license.
- Current Colorado Class 3 State Water Distribution certification required

Materials, software and equipment directly used:

- Telephone, computer, hand tools, power tools, fleet vehicles, hand-held reading devices, diagnostic equipment, rigging equipment, pneumatic tools
- Microsoft Office software.

Physical Activities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- While performing the duties of this job, the employee is regularly required to talk or hear. May involve climbing ladders, stairs, steps and traversing catwalk grating, pushing, pulling, bending, stooping and kneeling on a frequent basis and working in confined space and manual dexterity required to complete work tasks through safe and proper operation of power and hand tools, and motor vehicles.
- Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus.
- Extremely strenuous physical work involving objects in excess of 100 pounds occasionally and/or up to 25 pounds frequently.
- Moving, positioning and carrying loads of up to 5 pounds upstairs and loading on four-foot high surfaces frequently.

Education:

- High School Diploma or General Education Diploma (GED) equivalent is required.
- Demonstrated safety training related to the industry is required.
- Knowledge of Microsoft Office is required.
- Knowledge of Supervisory Control and Data Acquisition (SCADA).

Experience:

- A minimum of five (5) years of experience related to the water industry is required.
- Water quality sampling or laboratory testing experience is required.
- An equivalent combination of education and experience may be substituted on a year for year basis.

Working environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Work may be performed in field, and office environment during all types of temperatures, weather conditions and all times of day or night while being exposed to excessive noise from machines. Snowy, wet and muddy conditions will exist. Work may be done in confined or cramped spaces.
- Regular and long-term exposure to work areas containing toxic/caustic/hazardous/volatile chemicals; extreme conditions such as hot/cold; sharp hazards; dust/fumes/gasses; electrical shock; moving mechanical parts; high pitched and/or constant loud noise; sometimes long-term contact with bacteria and odorous, infectious/obnoxious material
- Work may involve assisting with sampling, calibration of equipment and process instruments calibration / maintenance often in difficult areas.
- Ability to use gas monitoring equipment, safety tripod and harness and any other required safety equipment for entering both high and low hazard confined spaces for either plant.
- Personal Protective Equipment (PPE) required including cold weather gear, eye protection, gloves, and provided uniform.
- A clean and safety-conscientious environment required while employed
- Work may involve long hours and overtime during holidays, weekends, and evenings.
- Subject to call-back work and incumbent must be able to respond to emergency
- May be required to rotate on-call responsibilities.

Passing pre-employment screening will be required prior to the start of employment.

I have read this Job Description, asked for clarification of any items that are unclear to me, and agree to fulfill my duties as outlined. I understand that this is not all-inclusive, and that I will be responsible for performing other duties as assigned. I understand that this does not constitute a contract of employment and that either the company or I may terminate my employment at will, with or without cause.

Printed Name

Date

Signature