

# CITY OF ALEXANDRIA

Small Town U.S.A.

Todd Naselroad



INCORPORATED FEBRUARY 4, 1893

Date Posted : Monday, March 10, 2025

Re: Position Opening Internal (one week from date posted)  
External (three weeks from date posted)

Laboratory Technician, Wastewater Treatment Facility

**Duties:**

Responsible for the accurate and timely analyses of plant samples

Performs both simple and complex laboratory analyses in accordance with the approved methods

Required to collect plant samples as needed

Ensure all laboratory equipment is in good operational condition including but not limited to balance, calibration and safe operation

Compile and assemble plant data on proper forms and reports

Ensure the proper and safe overall operation of the laboratory

Retain adequate inventory of chemicals and supplies to maintain operational compliance

Follow manufacturer, regulatory or department policy in proper and timely cleaning and decontamination of equipment

Recommend changes to plant operation as laboratory data dictates

May be required to assist other plant personnel in the operation of plant as needed or required

**Skills and Knowledge:**

Must possess a high school diploma or the equivalent and work related experience, but prefer a degree in a related field

Working knowledge and skill in the proper operation of various laboratory equipment and testing requirements or procedures

Must have ability to evaluate data for effective process performance to meet and exceed operational compliance

Ability to follow both written and verbal instructions

Good communication skills

# CITY OF ALEXANDRIA

Small Town U.S.A.

Todd Naselroad



INCORPORATED FEBRUARY 4, 1893

## **Responsibility:**

Receive written and verbal instructions concerning laboratory operations and usually performs duties under general supervision, although will be working independently as required.

Proper and safe operations of the laboratory

Must accurately and timely maintain regulatory compliance

Must obtain Wastewater Class 1 license after 1 year

Must work occasional weekends and holidays

Must be punctual and maintain good attendance

## **Physical Requirements:**

Moderate physical effort is necessary in bending, reaching, lifting, turning, pushing and pulling of small equipment and when retrieving samples

## **Working Environment:**

Works within and indoor laboratory. When required, may need to assist other personnel which may include working out in various weather conditions. May be exposed to moderate dangers associated with the performance of duties. Can be exposed to usual fumes, chemicals, odors, noise, dust, dirt as well as domestic and industrial wastewater.