



**NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR**

Date: December 05, 2025

Re: **Notice of Proposed Classification Actions – Final Notice No. 14 FY 2025/2026
(copy attached).**

Pursuant to completion of discussion with Laborers, L261 regarding this classification action, the classification actions contained in the above referenced notice became effective December 05, 2025.

Carol Isen
Human Resources Director

by:

Steve Ponder
Classification and Compensation Director
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
DHR – Class and Comp Unit
DHR – Client Services Unit
DHR – Employee Relations Unit
DHR – Recruitment and Assessment Unit
DHR – Client Services Operations
Carol Isen, DHR
Sandra Eng, CSC
Erik Rapoport, SFERS
Theresa Kao, Controller/ Budget Division
E-File

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

**Title: Sewer Service Worker
Job Code: 7449**

DEFINITION

Under general supervision, is responsible for the activities of a service crew engaged in the maintenance of the city sewer system; and performs a variety of sewer cleaning and maintenance tasks.

DISTINGUISHING FEATURES

The 7449 Sewer Service Worker is distinguished from the 7246 Sewer Repair Supervisor in that the latter supervises workers engaged in sewer repair work.

SUPERVISION EXERCISED

None.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Respond to service calls requesting maintenance on side and main sewers; locate and assess blockages; flush clogged sewers; and conduct dye tests to identify issues within the system.
2. Inspect large main sewers for necessary repairs; inspect for proper lateral sewer and catch basin connections; build dams in sewer lines to divert flow during maintenance operations; examine and test sewers to determine causes of street depressions or failures.
3. Clean grates, catch basins and sewage pumping station sumps.
4. Assure all street openings are properly barricaded and appropriate traffic control measures are in place.
5. Contact occupants of property in connection with sewer maintenance work; address concerns and resolve access issues.
6. Document and report all identified spills in accordance with local, state, and federal regulations; prepare and maintain daily work and time reports, maintenance activities, and work orders; track asset locations.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: the sewage system and related maintenance requirements; the tools, materials and equipment used in sewer system inspections, cleaning, and maintenance activities; applicable departmental, local, state and federal regulations and standards; workplace safety practices, including confined space entry, traffic control.

Ability or Skill to: physically access sewer systems through standard manhole access points and work within confined spaces exposed to raw sewage; operate and maintain specialized equipment necessary for sewer maintenance; demonstrate physical stamina for heavy manual labor under varying conditions; evaluate maintenance problems in the field and take

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appropriate corrective action; interact effectively and courteously with the general public; work independently and collaboratively as part of a team.

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

Education:

Experience:

Two years of experience where primary work duties are in the repair, construction, inspection, and maintenance of municipal sewer systems.

License and Certification:

1. Possession of a valid California driver's license.
2. Possession of the National Association of Sewer Companies (NASSCO) certification within one year of appointment.
3. Possession of the California Water Environment Association (CWEA) Collections System Maintenance Certification Grade II within one year of appointment.

Substitution:

SUPPLEMENTAL INFORMATION

PROMOTIVE LINES

To: 7246 Sewer Repair Supervisor II

ORIGINATION DATE:

AMENDED DATE: 7/1/1977 (retitled); 9/12/14; 02/26/25; 12/5/25

REASON FOR AMENDMENT: *To accurately reflect the current tasks, knowledge, skills & abilities, and minimum qualifications.*

BUSINESS UNIT(S): COMMN, SFMTA