

**NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY
THE HUMAN RESOURCES DIRECTOR**

The following actions are being posted in accordance with Civil Service Rule 109. In the absence of a protest addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

Posting No: 14
Fiscal Year: 2025/2026
Posted Date: 10/30/2025
Reposted Date: N/A

AMEND THE FOLLOWING JOB SPECIFICATION(S):
(Job specification(s) attached)

Item #	Job Code	Title	Bargaining Unit
1	7449	Sewer Service Worker	0011

Protests on an item should be addressed to the Human Resources Director and can be submitted by mail to the City and County of San Francisco, Department of Human Resources, 1 South Van Ness Ave, 4th Floor, San Francisco, CA 94103 or by email to DHR.ClassificationActionPostings@sfgov.org. All protests must be received in writing no later than close of business seven (7) calendar days from the posting date, and must include the posting and item number(s), the basis on which the protest is submitted and identify the affected parties.

Copies of this notice may be obtained from the Department of Human Resources or from the website at: <http://sfdhr.org/index.aspx?page=109>. Copies of Civil Service Rule 109 may be obtained from the Department of Human Resources, the office of the Civil Service Commission at 25 Van Ness Ave, Suite 720, San Francisco, CA 94102 or from the website at: [Rule 109 Position Classification and Related Rules | Civil Service Commission](#).

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; ~~personally~~ **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 breaks~~ **assess blockages**; ~~and makes repair~~; flush ~~and red-clogged~~ sewers; **and conduct dye tests** ~~sewers in locating trouble~~ **to identify issues within** in the system.
2. Inspect large main sewers for necessary repairs; inspect for proper side ~~side~~ **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 flush sewage pumping station sumps.
4. Assure all street openings are properly barricaded and in safe condition **appropriate traffic control measures are in place**.
5. Contact occupants of property in connection with sewer maintenance work; **address concerns and resolve access issues** ~~prepare daily work and time reports~~.
- 5-6. **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: ~~Requires good knowledge of:~~ the sewage system and related maintenance requirements; the tools, materials and equipment necessary to **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: ~~Requires ability 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 appropriate corrective action; ~~deal~~ **interact** effectively and

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courteously with the general public; work independently and collaboratively as part of a team. Requires skill in the use of tools, materials and equipment necessary to sewer maintenance work.

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; XX/XX/XX

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

BUSINESS UNIT(S): COMMN, SFMTA