



JOB DESCRIPTION

LEAD WASTEWATER TREATMENT PLANT OPERATOR

DEFINITION

Under limited supervision, be the lead shift operator responsible for the operation and maintenance of the Wastewater Treatment Plant, and perform related duties as assigned.

EXAMPLES OF DUTIES: (These examples are intended only as illustrations of the various types of work performed. The examples of work performed are neither restricted to nor all-encompassing of the duties to be performed under this job title.) **(E=Essential Duty; M=Major Portion of Time)**

- Act as a leadworker directing other plant personnel in various duties. (M)
- Operate pumps, valves, and other equipment to direct or regulate the flow of wastewater. (E)
- Take various samples and perform laboratory tests. (E)
- Operate, adjust, and maintain chemical feed equipment. (E)
- Perform various recordkeeping and prepare special reports as required. (E)
- Inspect and maintain various plant equipment. (E)
- Follow safe work methods and safety precautions related to the work. (E)
- Maintain buildings and grounds. (M)
- Work various shifts and be available on standby for callback as assigned. (E)
- Provide training to other operators. (E)
- Serves as the Wastewater Treatment Plant Supervisor in his/her absence. (E)
- Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Methods, techniques, and equipment used in sewage disposal.
- Operation, maintenance, and repair of wastewater treatment plant equipment.
- Wastewater treatment principles, methods, and practices.
- Recordkeeping and reporting procedures.
- Safety rules, codes, and regulations pertaining to the work.
- Basic first aid and CPR techniques.

Ability to:

- Read and interpret gauges and recording devices reflecting plant operations.
- Conduct and interpret laboratory tests.
- Maintain, repair, and adjust wastewater treatment equipment.
- Keep records and prepare reports.
- Understand and carry out oral and written directions.
- Perform mathematical calculations as related to the wastewater treatment process.
- Perform heavy manual labor and lift up to 100 pounds.
- Tolerate changes in outside temperatures from winter to summer and tolerate dust, pollen, wind, and rain.
- Sit or stand for long periods of time.
- Walk on uneven or steep ground.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Work various shifts and flexible hours, including weekends and holidays.

Experience:

Six years of experience in the wastewater treatment field. Supervision experience preferred.

Education:

Equivalent to completion of the twelfth grade supplemented by courses in chemistry, algebra, and microbiology.

Necessary Special Requirements:

- Possession of a valid Class C California Driver's License as required for plant operation functions.
- Possession of a valid Grade IV California Wastewater Operator Certificate. Or possession of a Grade III California Wastewater Treatment Plant Operator Certificate and pass the Grade IV California Wastewater Treatment Plant Operator Certification Examination within 18 months, obtain a Grade IV certification and demonstrate the competencies of a Senior Wastewater Treatment Plant Operator/Mechanic within 24 months as a condition of continued employment.

RESIDENCY REQUIREMENT

All Wastewater Treatment Plant employees shall be expected, within six months of hire, to establish residence within a 45-minute notification to respond zone.

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