

JOB DESCRIPTION



WASTEWATER TREATMENT PLANT OPERATOR-IN-TRAINING

DEFINITION

Under direct supervision, performs semi-skilled and skilled duties involved in the operation and maintenance of the Wastewater Treatment Facility; and performs a variety of related work 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)**

- In a learning capacity, participate in the operation and periodic maintenance of a variety of wastewater treatment equipment. (E)
- Work closely with certified Plant Operators to learn the various aspects of the wastewater treatment process. (E)
- Learn basic operation of the SCADA computer system. (E)
- Obtain continuing education units for Wastewater certification by correspondence courses and/or other applicable training courses.
- Read meters and maintain operating logs. (E)
- Inspect and maintain various plant equipment. (E)
- Follow safe work methods and safety precautions related to the work. (E)
- Maintain buildings and grounds. (E)
- Work various shifts and flexible hours, including weekends and holidays. (E)
- Operate various sizes of power-driven equipment. (M)
- Assist with the removal and replacement of various plant equipment. (E)
- Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Use, purpose, and maintenance of hand tools.
- Operation, care, and routine maintenance of basic mechanical equipment.
- Safe work practices and procedures.

Ability to:

- Establish and maintain cooperative relationships with those contacted in the course of work.
- Understand and follow oral and written instructions.
- Read and interpret gauges and recording devices reflecting plant operations.
- Perform a variety of skilled and semi-skilled tasks in general construction and maintenance activities.
- Maintain, repair, and adjust wastewater treatment equipment.
- Keep records and make reports.
- Understand and apply basic wastewater mathematics.
- Operate a variety of power-driven equipment.
- Perform heavy manual labor and lift up to 50 pounds.
- Tolerate changes in outside temperatures from winter to summer, and tolerate dust, pollen, wind, and rain.
- Sit or stand for periods of up to four hours in duration.
- Walk on uneven or steep ground.

Experience and Education:

Equivalent to completion of the twelfth grade, in addition to any combination of experience and education that could likely provide the required knowledge and abilities to qualify for this position.

Necessary Special Requirements:

- Possession of a valid Class C California Driver's License as required for plant operation functions.
- Ability to obtain a Grade I California Wastewater Operator's Certificate within two years of appointment with ongoing progress towards obtaining a Grade II California Wastewater Operator's Certificate.

RESIDENCY REQUIREMENTS

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

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