

JOB DESCRIPTION



WATER TREATMENT PLANT OPERATOR-IN-TRAINING

DEFINITION

Under direct supervision, performs semi-skilled and skilled duties involved in the operation and maintenance of the Water 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 water treatment equipment. (E)
- Work closely with certified Plant Operators to learn the various aspects of the water treatment process. (E)
- Learn basic operation of the SCADA computer system. (E)
- Obtain continuing education units for Water certification by correspondence courses 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 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 water treatment equipment.
- Keep records and make reports.
- Understand and apply basic water mathematics.
- Operate a variety of power-driven equipment.
- 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 periods of up to four hours in duration.
- Walk on uneven or steep ground.
- Wear respiratory protection equipment and pass an annual Respiratory Fitness Test.

Experience and Education:

Equivalent to high school graduation, 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; Class B Driver's license preferred. (This position will be subject to the United States Department of Transportation and Federal Highway Administration regulations relating to controlled substance and alcohol use and testing.)
- Possession of or ability to obtain a Grade II California Water Treatment Operator's Certificate within eighteen months of appointment.
- Possession of or ability to obtain a Grade II California Distribution certificate within 18 months, desirable.
- Successful completion of Respiratory Fitness testing.

Residency Requirement:

All employees of the Water Treatment Plant shall be expected, within six months of hire, to establish residence allowing response to the Water Treatment Plant within 20 minutes of notification to report.

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