



JOB DESCRIPTION

WATER TREATMENT PLANT OPERATOR

DEFINITION

Under general supervision, the Water Treatment Plant Operator is responsible for the day-to-day operation, performance, and maintenance of the City's Water Treatment Plant, well heads, booster pumps, reservoirs, and sewer lift stations.

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**

- Inspect well heads, booster stations, and reservoirs in the water supply system. (M)
- Make adjustments to influent and effluent flows based upon demand and water quality. (M)
- Monitor and report any water quality deficiencies or reduction of pressure in the system. (E)
- Interpret chart recordings as to the water treatment plant or well performance. (E)
- Maintain operating logs and related records. (M)
- Make repairs and adjustments to filtration, pumping, chlorinating, chemical feed, monitoring, and recording equipment as needed. (M)
- Mix chemicals required for the optimum performance of the water treatment plant. (E)
- Take periodic water samples and perform water quality tests. (M)
- Perform flow tests and check elevations and turbidity of raw water sources under various pumping rates. (M)
- Respond to citizen inquiries. (E)
- Submit required reports to various agencies.
- Maintain sewer lift stations in the collection system. (E)
- Work flexible hours, including weekends and holidays. (E)
- May act as Safety Officer of the Water Treatment Plant staff.
- Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Water treatment practices and techniques.
- Distribution system practices and techniques.
- Functions and operation of water pumping equipment such as pumps, motors, chlorinators, and related equipment.
- Operation and calibration of turbidimeters, particle counters, pH monitors, chlorine residual monitors.
- Principles of electricity, electronics, pneumatics, pumping, and hydraulics as related to the areas of responsibility.
- Familiarity with PLC's, SCADA, Microsoft Excel, Microsoft Word
- Safe work practices.

Ability to:

- Establish and maintain cooperative relationships with those contacted in the course of work.
- Understand and follow oral and written instructions.
- Monitor the operation of equipment and correct any defects in operation.
- Maintain records and prepare reports.
- Make major and minor repairs to filtration, pumping and related equipment.
- Operate light equipment.
- Work from plans, sketches, and written instructions.

- 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.
- Work flexible hours, including weekends and holidays.
- Sit or stand for periods of up to four hours in duration.
- Walk on uneven or steep ground.
- Ability to operate heavy equipment desirable

Experience:

Two years of experience in the operations, maintenance, and repair of a water treatment plant along with basic distribution operation.

Education:

High school diploma or GED certificate.

Necessary Special Requirements:

- Grade II (D-2) Water Distribution Certificate **and** Grade II (T-2) California Water Treatment Certificate issued by the California Department of Public Health (CDPH).
- **Provide copies of current CDPH certificate(s) with application.**
- Possession of a valid Class C California Driver's License as required for plant operation functions.
- Successful completion of Respiratory Fitness testing.

RESIDENCY REQUIREMENT

All employees of the Water Treatment Plant shall maintain permanent residency within a 20-minute "notification-to-respond" zone.

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