

## SANITARY DISTRICT NO. 5

### WASTEWATER TREATMENT PLANT OPERATOR

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

#### **DEFINITION:**

Under general supervision, performs the full array of duties assigned to classes in the Wastewater Treatment Plant Operator series, including operations, controls, and maintenance work in one or more of the District's wastewater treatment plants, collection system and pump station facilities; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs other related duties as required.

#### **DISTINGUISHING CHARACTERISTICS:**

The **Wastewater Treatment Plant Operator** is the journey, licensed level class responsible for a wide variety of plant operations and maintenance of the wastewater treatment plants and collection system, and incumbents are expected to perform the full scope of complex and difficult plant operations. Incumbents work with a great deal of independence. This classification is distinguished from the next lower class of Wastewater Treatment Plant Operator-in-Training by performing the full range of duties allowed by possession of a Grade II Certificate as a Wastewater Plant Operator.

#### **SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from the Wastewater Facilities Manager or Senior Wastewater Treatment Plant Operator. May exercise functional and technical supervision over assigned operators.

#### **ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Operates, inspects, cleans, repairs, replaces, and maintains pumps, pump station, dechlorination facilities, blowers, compressors, generators, boilers, motors, filters, and related equipment; performs general, grounds, and preventive maintenance and repairs in and around plant facilities; operates vehicles and other equipment.
- Reads gauges, dials, and other instruments to record plant operations and makes necessary operating adjustments.
- Conducts on-site inspections of plant operations, insuring that operational problems are identified and corrected; insures that plants are operating within safety standards established by federal, state and local laws, ordinances, and regulations.
- Performs basic skilled water pollution control laboratory testing and analysis; monitors the operation of industrial wastes instrumentation for proper monitoring; adheres to quality assurance programs for laboratory analysis and instrumentation.
- May assist in the training of lower level personnel.
- Prepares and updates reports, including records and logs.
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, District management and staff, and the public.

## **PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:**

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and performing maintenance on assigned equipment. The need to lift, carry, and push tools, equipment, and supplies weighing up to 75 pounds is also required. Additionally, the incumbent in this position may be exposed to biohazards, caustic chemicals and a variety of working conditions, including mechanical and electrical hazards, loud noise, wet, hot, and cold. The incumbent may use cleaning and lubricating chemicals, which may expose the employee to fumes, dust, and air contaminants. The nature of the work also requires the incumbent to climb ladders and working confined space.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification.)*

### **Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Wastewater Treatment Plant Operator**. A typical way of obtaining the required qualifications is to possess the equivalent of one year of experience in the operation and maintenance of a wastewater treatment plant or the performance of related work, and a high school diploma or equivalent supplemented with appropriate coursework in laboratory testing and analysis.

### **License/Certificate:**

Possession of a valid California motor vehicle driver's license and a good driving record consistent with requirements established by the District. Failure to maintain an acceptable driving record shall be cause for discipline, up to and including dismissal. Possession of a Grade I or II Certificate as a Wastewater Plant Operator from the California State Water Resource Control Board. Possession of a Grade I Laboratory Analyst Certificate, Environmental Compliance Inspector I, Collection System Maintenance I and Plant Maintenance I issued by the California Water Environment Association is desirable.

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

### **Knowledge of:**

Principles and practices of wastewater treatment plant operations; repair, maintenance, and adjustment procedures for wastewater treatment plant and pump station equipment; principles, practices, and methods of basic laboratory testing methods and procedures; methods and techniques of training personnel; applicable federal, state, and local laws governing wastewater treatment; characteristics and problems involved with wastewater and industrial water analysis; general maintenance and repair work; laboratory safety standards and programs; basic mathematics and math graphic principles; methods and techniques for record keeping and report preparation and writing; proper English, spelling, and grammar; occupational hazards and standard safety practices.

### **Ability to:**

Perform maintenance and operations of a water plant, pump station, and related facilities; read and interpret gauges and other recording devices reflecting wastewater treatment plant operations and make operating adjustments based upon recorded data; collect samples and conduct a variety of wastewater testing; maintain accurate records and prepare comprehensive reports; read, understand and follow written instructions; respond to after-hours call-outs if required; perform plant operation and maintenance assignments; and establish and maintain cooperative working relationships.

### **Skill to:**

Safely and effectively operate the tools and equipment used in wastewater plant maintenance and in the laboratory; operate a computer and software applications and educate the public on the districts pollution prevention outreach activities.