

**WASTEWATER FACILITIES OPERATOR I/II
WASTEWATER FACILITIES OPERATOR IN TRAINING**

DEFINITION

Under general supervision, operates and performs routine maintenance on a variety of plant equipment in connection with the continuous operation of wastewater facilities including treatment, storage, irrigation, disposal, pumping, roadways, power supplies, controls and other related equipment; performs related work as assigned.

CLASS CHARACTERISTICS

Wastewater Facilities Operator in Training is the trainee level class in this series. Incumbents in this class have no prior experience in treatment plant operations and do not possess an operator's certificate. Operators in Training perform the most routine duties at the plant, progressing to more complex duties with training and experience. Progression to the next level requires the acquisition of a Grade I Certificate as a Wastewater Operator and demonstrating proficiency that meet the qualifications for the higher level class.

Wastewater Facilities Operator I is the entry level class in this series. Initially under close supervision, incumbents learn and perform a variety of duties in the routine cleaning, maintenance and operation of a variety of wastewater collection, treatment and reclamation related equipment and facilities. This class is alternately staffed with Operator II and incumbents may advance to the higher level after gaining experience and demonstrating proficiency that meet the qualifications for the higher level class.

Wastewater Facilities Operator II is the journey level classification in this series. Individuals have responsibility for the efficient operation of a variety of wastewater collection, treatment and reclamation related equipment and facilities.

ESSENTIAL FUNCTIONS

These functions may not be present in all positions in multiple position classes. When a position is to be filled, the essential functions will be noted in the announcement of position availability.

Operates pumps, valves, and other equipment by hand, mechanical and program parameter (PLC=s) means to regulate the flow of wastewater through various treatment processes; maintains flow to assure maximum efficiency of plant equipment; takes samples of wastewater and other materials at established times; runs laboratory tests as needed.

Inspects plant equipment and remote facilities and reports any failures or operating difficulties; stops and starts equipment as required for repairs; operates, adjusts and maintains chemical feed equipment to ensure compliance with established standards; troubleshoots electrical system problems and makes minor repairs and/or modifications.

Reads meters, gauges, charts and instruments; changes recording charts and ensures their continuous operation; performs record keeping functions such as logging plant operations, test results, maintenance work performed, and unusual operating conditions encountered; prepares and maintains a variety of computerized and written records.

Monitors wastewater treatment operations; cleans, lubricates, and performs routine maintenance of plant equipment and facilities; assists in the routine maintenance painting of plant machinery, equipment, piping and structures; assists in the care of grounds adjacent to the work location; assists and performs repairs as necessary.

Participates in the work of a crew engaged maintaining and repairing sewer mains, storm drains and lift stations; assists in the operation of the vactor to clean sewer lines; cleans blockages to sewer lines and storm drains; works on a variety of maintenance crews.

Operates a variety of heavy and light equipment; uses common hand and power tools; drives a motor vehicle; observes safe work methods and safety precautions related to the work; repairs a variety of

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include

Wastewater Facilities Operator in Training: equivalent to graduation from high school. One year of mechanical or related experience is desirable.

Wastewater Facilities Operator I: In addition to the above, one year of experience in the operation of a wastewater treatment plant.

Wastewater Facilities Operator II: In addition to the above, one and one-half years of experience in the operation of a wastewater treatment plant while certified as an Operator I.

Knowledge, Skills and Abilities

Wastewater Facilities Operator I: Working knowledge of operation, maintenance and repair of wastewater collection and reclamation plant equipment and facilities; wastewater treatment and reclamation principles, methods and practices; electrical systems; shop equipment, machinery and mathematics; safety rules, codes and regulations and safe work methods pertaining to the work; basic first aid and CPR techniques; methods and precautions in storing and handling chlorine and other hazardous gases, chemicals and pesticides; routine process control tests.

Wastewater Facilities Operator II: Considerable knowledge of operation, maintenance and repair of wastewater reclamation plant equipment and facilities; wastewater collection, treatment and reclamation principles, methods and practices; electrical systems; shop machinery, equipment and mathematics; safety rules, codes and regulations and safe work methods pertaining to the work; basic first aid and CPR techniques; methods and precautions in storing and handling chlorine and other hazardous gases, chemicals and pesticides; routine process control tests; operations of computers and a variety of software.

Ability to communicate clearly and concisely, both orally and in writing; operate wastewater collection, treatment plant equipment, including automatic control devices without immediate or detailed supervision; perform routine maintenance and make operating adjustments to wastewater treatment equipment; utilize computers and a variety of software programs; clean and paint facilities and equipment; recognize unusual, inefficient or dangerous operating conditions and taking appropriate action; troubleshoot electrical systems and make minor repairs; fabricate items for operations; accurately read and record data from gauges and meters; read and interpret plant piping and distribution diagrams and schematics; perform routine control tests and adjust plant equipment accordingly; keep records and make oral and written reports of work performed; establish and maintain effective working relationships with those contacted in the course of the work; work safely; work independently; take samples and run routine laboratory tests; meet the physical requirements established by the City.

Special Requirements

Possession of or ability to obtain a Class B California driver's license with Air Brake endorsements and a satisfactory driving record. (All classes.)

Possession of or ability to obtain a California Wastewater Plant Operator Grade I Certificate within one year of appointment as an Operator in Training.

Possession of a California Wastewater Plant Operator Grade I Certificate at time of appointment as an Operator I.

Possession of a California Wastewater Plant Operator Grade II Certificate prior to appointment to Operator II.

Receive satisfactory results from a background investigation, physical examination, drug testing and administrative screening which meet the established qualification standards.

PHYSICAL PROFILE: Category III; 2, 3, 4, 5, 6, 8, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22.

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