

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY CLASSIFICATION STATEMENT

TITLE: Wastewater Treatment Operator

DEFINITION:

Under direct supervision, the Wastewater Treatment Operator performs skilled and semi-skilled variety of routine operating, cleaning and maintenance duties relative to the continuous safe and efficient operation of the wastewater treatment plant in order to meet all N.P.D.E.S. discharge requirements.

DISTINGUISHING CHARACTERISTICS:

The Operator I position reports directly to the assigned Shift Supervisor with general supervision from the Chief Plant Operator or Director of Operations. Assignments are generally limited in scope, contain fairly routine tasks, and are performed within a procedural framework established by higher-level employees. As experience is acquired, incumbents perform with less immediate supervision.

SUPERVISION EXERCISED: None

EXAMPLE OF ESSENTIAL DUTIES AND RESPONSIBILITIES: *The following are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Perform routine operational duties and learn to perform more complex or critical assignments.
- Remove screenings and grit; clean primary, secondary and other wastewater treatment equipment and facilities.
- Perform general housekeeping tasks and building maintenance within the plant.
- Load and unload materials, supplies and equipment; assist in storage and transfer of chlorine.
- Under direction, operate, maintain and inspect all treatment process equipment; assist in repairs; report faulty equipment.
- Under direction, make necessary adjustments to thickeners, chlorinators, evaporators and/or feed pumps.
- Under direction, monitor and regulate flow and addition of chemicals to ensure proper treatment to meet required standards.
- Keep accurate and legible logs and records.
- May perform emergency repairs. Responds to emergency calls at irregular hours.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Minimum of one year hands-on experience in the operation, maintenance, repair, rebuild and service of mechanical equipment, control valves, pumps, motors, tanks and piping systems found in a wastewater treatment plant.
- General knowledge of the operation of a secondary treatment plant, anaerobic solids digestion, solids thickening and dewatering, chemical handling, chlorination, and process control.
- Safety practices and procedures as they apply to wastewater treatment facilities, mechanical equipment, chemical handling, gas management systems.
- Must be able to recognize and use tools and equipment necessary to perform limited repairs to mechanical equipment.
- General knowledge of equipment used in wastewater treatment processes, such as pumps, motors, valves, filters, engines, meters, blowers and compressors.
- Thorough knowledge of the safe and proper operation of various types of hand and power tools, pick-up trucks, forklifts and similar vehicles.

OTHER SPECIAL REQUIREMENTS:

- Must have a high school diploma or equivalent.
- Graduation from a college or university with an associate of arts degree. A baccalaureate degree in business administration or equivalent is desirable.
- Possession of a valid Grade I Certificate issued by the State Water Resources Control Board.
- Experience in the operation of a wastewater treatment plant, which clearly demonstrates possession of the knowledge and skills stated above.
- Must possess a valid California, Class C driver's license in good standing.

PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

Language Ability and Interpersonal Communication:

- Ability to analyze and categorize data and information in order to determine the relationship of data with reference to established criteria/standards. Ability to compare, count, differentiate, measure, assemble, copy, and record and transcribe data and information. Ability to classify, compute and tabulate data.
- Ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards. Ability to follow specific instructions and respond to simple requests from others.
- Ability to communicate effectively orally and in writing with Agency personnel.

Mathematical Ability:

- Ability to calculate percentages, fractions, decimals and ratios.

Judgment and Situational Reasoning Ability:

- Ability to use functional reasoning and apply rational judgment in performing diversified work activities.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.

Physical Requirements:

- Must be able to pass Agency's pre-employment physical examination.
- Ability to wear and operate SCBA and related respiratory protection equipment.
- Ability to operate equipment and machinery requiring complex and rapid adjustments, such as trucks, forklifts, motors, generators, pumps, computer terminal, calculator.
- Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as assembling equipment.
- Ability to exert effort in strenuous physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing and pulling. Ability to lift and move the weight of a large bag of cement or the equivalent.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, odors and textures associated with job-related objects, materials and tasks.

- Ability to withstand exposure to inclement weather conditions, working in wet and/or odorous areas, working in tanks and/or confined spaces.
- Ability to be subject to 24-hour recall, variable working hours, overtime, weekends and holidays. May be required to perform stand-by duties and respond to plant emergencies

Environmental Adaptability:

Some tasks may risk exposure to temperature variations, sewage, toxic agents/chemicals, noise, machinery, vibrations, electrical currents, wetness and dust.

SOCWA is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Agency will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.