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## **WASTEWATER TREATMENT PLANT OPERATOR SENIOR WASTEWATER TREATMENT PLANT OPERATOR**

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### **DEFINITION**

Under supervision, performs laboratory tests and skilled tasks in the operation and servicing of wastewater machinery and equipment. Senior Wastewater Treatment Plant Operator provides complex and technical assistance to the Lead Wastewater Treatment Plant Operator.

### **SUPERVISION EXERCISED**

Wastewater Treatment Plant Operator-None

Senior Wastewater Treatment Plant Operator exercises functional and technical supervision over Wastewater Operators and or Operator-In-Trainings. May fill in for the duties of the Lead Operator in their absence.

### **EXAMPLES OF ESSENTIAL DUTIES**

Duties may include but are not limited to:

Inspect, maintain, repair, install, and modify wastewater equipment, electrical and electronic systems and facilities; reports need for major or specialized repairs.

Operate wastewater equipment and machinery.

Read gauges, meters, charts, and graphs and operates pumps, valves, electric motors, and related equipment.

Monitor systems; control valves for emergency and scheduled shut down; troubleshoot, diagnose, and report problems to superiors.

Collect samples for quality control and determine amount of chemicals needed and adds for treatment process.

Receive chemical shipments; record shipments into inventory; ensure shipments are in compliance with standards.

Checks chemical alarms and feed systems for leaks.

Clean tanks and facilities; maintain buildings and grounds.

Maintain records and logs

Fulfill work orders and work assignments.

Perform related duties as assigned.

### **DISTINGUISHING CHARACTERISTICS**

This is the journey level classification in the Wastewater Treatment Plant Operator Series. Incumbents in this classification perform a full range of skilled wastewater treatment plant operations and maintenance tasks and may supervise the work of subordinate personnel.

### **KNOWLEDGE, ABILITIES AND SKILLS**

Knowledge of:

Methods and techniques for operating pumps, valves, electric motors, diesel engines, and electronic, computerized and manual control systems.

Equipment servicing requirements for wastewater equipment and facilities.

Methods used in chemical, bacteriological and biological analyses.

Standard safety practices required by Cal-OSHA in the maintenance wastewater equipment and facilities.

Record keeping and reporting.

Ability and Skill to:

Operate pumping, treatment, and control equipment and machinery.

Accurately read meters and gauges.

Operate office equipment including computers, copying machines, and phone systems.

Read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints and schematics.

Make mathematical calculations including metrics.

Prepare records and reports.

Respond to questions from the public and staff.

Plan and organize work to meet schedules and timelines.

Comply with Federal, State and local laws, and City policies, procedures and codes applicable to fleet maintenance.

Communicate clearly both orally and in writing.

Perform duties of an emergency worker in the event of a natural or other disaster.

### **QUALIFICATIONS**

Any combination of education and experience that would provide the required knowledge, abilities and skills is qualifying. A typical way to obtain the qualifications would be:

Wastewater Treatment Plant Operator: High school diploma and two (2) years' experience in equipment and facilities maintenance, including one (1) year as a Wastewater Treatment Plant Operator in Training or equivalent experience.

Senior Wastewater Treatment Plant Operator: In addition to above, at least two (4) years as a Wastewater Treatment Plant Operator or equivalent experience.

### **LICENSE OR CERTIFICATE**

Possession of a valid Class C California Driver's License. Ability to obtain a Class A license within 12 months of appointment. Wastewater Treatment Plant Operator must have the ability to obtain a California Wastewater Treatment Operator II Certificate or higher within 4 testing cycles. Senior Wastewater Treatment Plant Operator must have the ability to obtain a California Wastewater Treatment Operator III Certificate or higher within 4 testing cycles of appointment. Possession of a California Water Environmental Association Collection System Maintenance Grade II is desirable.

### **ESSENTIAL JOB FUNCTIONS/A.D.A.**

Essential job functions and A.D.A. requirements include:

Ability to operate computer, calculator, telephone, portable radio, copying machine and light and heavy equipment used in wastewater treatment plant operations.

Ability to understand and respond to the public's and staff's requests for assistance both on the phone and in person.

Ability to prepare reports, perform mathematical calculations and sort / file documents using Microsoft applications.

Ability to sit, stand and walk for two hours at a time.

Ability to lift up to 50 pounds.

Ability to get from one location to another in the course of doing business.

Ability to work outdoors in all weather conditions including hot (with extreme sun exposure), cold and wet.