



CITY OF WESTMORLAND

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Title:

Water/Wastewater Treatment Plant Operator I

Revised: July 24, 2018

Department:

Water/Wastewater Department

Position Summary:

Under direct supervision operates and maintains facilities for the processing and treatment of wastewater and sludge. As well as the treatment, storage and distribution of potable water, including field work involved in reading, recording, repairing and installing water meters. Perform maintenance on service connections and related facilities.

The employee will have the above definition as his primary work assignment; however the employee may be assigned to work on projects in other areas to meet current needs and requirements of the maintenance of City facilities.

Reporting Relationships:

The Position reports directly to the Chief Wastewater Treatment Plant Operator.

Examples of Responsibilities:

1. Performs routine operation and maintenance tasks.
2. Performs duties in the installation, operation and maintenance of treatment plant facilities, pumping machinery and equipment, including engines, motors and pumps, cleans and replaces filters, lubricates pumps, meters, and controls.
3. Makes and records chlorine, PH turbidity and other tests; adds chlorine and other chemicals to systems. Records various lab tests as required by collecting samples in accordance with quality testing procedures.
4. Performs general plant maintenance and housekeeping tasks on facilities and equipment.
5. Inspect water meters, install and repair water meters, valves and fire hydrants.
6. Works on water breaks, performs turn-offs on delinquent accounts.
7. Cleaning sewer lines and inspects sewer lines for blockages.
8. Responds to emergencies when off duty.

The preceding activities have been provided as examples of the types of work performed by positions assigned to this appointed classification. The City reserves the right to add, modify, change, or rescind work assignments as needed.

Qualifications Guidelines

Education / Experience / Training:

Requires High School diploma or G.E.D. and one (1) year experience in general mechanical work including operation and maintenance of pumps. One (1) year of experience as an Operator in Training (OIT).

Knowledge of:

Water and Wastewater process control methods, procedures and record keeping practices, the operation and servicing of motors, pumps, and controls at the water and wastewater treatment

pumping plants; proper and efficient use of hand and power tools; work safety rules and procedures.

Ability to:

Read and interpret gauges and to make standardized tests; ability to perform general housekeeping duties including painting and related tasks; diagnose and solve routine operational and electrical and mechanical problems involved with wastewater treatment plant equipment; communicate and work cooperatively with co-workers, supervisors and the general public; ability to learn laboratory analysis and water and wastewater techniques; understand and carry out oral and written instructions and safety procedures; complete basic work activity records and time reports.

Operate power and hand tools such as saws, pipe wrenches, ratchets, crescent wrenches, and channel locks; operate pumps and electrical metering equipment; use air tanks and related safety equipment as needed given major maintenance problems.

Ability to work in intense heat and given exposure to noxious odors, gases and waste. Ability to work at night or on weekends on an on-call basis to perform emergency maintenance and repair assignments as needed.

Special Requirements:

Valid California Driver's License and possession of a Grade I Water and a Grade I Wastewater treatment plant certificate issued by the State of California Resource Board. A Grade I Distribution certificate is desired.