

**CITY OF WESTMORLAND**  
**WATER/WASTEWATER OPERATOR IN TRAINING**  
**JOB DESCRIPTION**

Adopted by City Council on \_\_\_\_\_

JOB TITLE: Water/Wastewater Operator In Training

SALARY: FY 2025-2026      Starting Salary \$21.50 per hour  
Increase Upon Receipt of Operator 1 in Water/Sewer

DESCRIPTION: Water & Wastewater Operator In Training

**POSITION SUMMARY:**

Under direct supervision: Responsible for the continued and efficient operation of both water and wastewater treatment facilities; wastewater collection system; water distribution system, water meters and automatic meter reading system; repairs, services, and maintains building and equipment, conducts inspections; performs other related responsibilities and or City of Westmorland functions/services as required or assigned.

**KEY RESPONSIBILITIES:**

1. Ensures continual operation of equipment by assisting in the maintenance and repair of equipment.
2. Avoids breakdowns by periodically inspecting equipment.
3. Assists in and conducts preventative maintenance.
4. Keeps facilities in good condition by cleaning buildings, equipment, and grounds.
5. Repairs and replaces water meter and automatic meter reading system as needed.
6. Upon instruction from the Chief Operator, you may be assigned to remains on call in case of emergency.
7. Establishes and maintains effective working relationships.
8. Performs other related duties, functions of the city, and responsibilities as assigned.
9. Repairs and replaces water meters and automated meter reading system.

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

**ORGANIZATIONAL RELATIONSHIPS:**

This position reports to the Lead and/or the Chief Operator of the City of Westmorland.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge Of: Repair and servicing of mechanical and pumping equipment; use of tools, parts, and specialized equipment.

Skill In: Oral and written communications; establishing and maintaining effective working relationships.

Ability to Learn: Laboratory analysis and water and wastewater operations.

#### LICENSES/CERTIFICATES:

Must obtain State of California Water Treatment Operator and Water Distribution Operator level I certification within eighteen (18) months of date of employment; must obtain State of California Wastewater Treatment Operator 1 certification with 24 months of date of employment; must have at time of employment a valid Class C California drivers' license and insurability.

Employees holding the Operator In Training position can only move to the Operator I position if there is a vacant position.

#### DESIRABLE QUALIFICATIONS:

High School diploma or the equivalent with course work in water treatment, wastewater treatment, chemistry or a related area and one (1) year maintenance and repair of mechanical equipment.