

JOB DESCRIPTION
Water Reclamation Plant Operator III
Code Number: 44004

GENERAL PURPOSE

Under direction, monitors wastewater treatment processes; assists in training and overseeing the work of lower level plant operations personnel; performs routine laboratory tests; performs a wide variety of skilled, journey-level tasks in the operation, maintenance and servicing of machinery and equipment in a large, state-of-the-art water reclamation plant; and performs related duties as required.

DISTINGUISHING CHARACTERISTICS

This is the lead or advanced journey-level class in the Water Reclamation Plant Operator series. In the lead assignment, when assuming the shift supervisor position and/or as a team leader, incumbents provide direction to lower level staff including assigning, directing, and reviewing the work of staff. In the advanced-journey assignment, incumbents perform the full range of skilled reclamation plant operations and maintenance tasks and more difficult and complex tasks and assignments. Positions at this level are distinguished from those in the lower level classification of Water Reclamation Plant Operator II by the independence with which they perform their duties, handling the most difficult and complex work, or by performing lead work. Assignments are varied, seldom require detailed instructions, and require sound judgment and initiative.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Inspects treatment plant equipment and machinery to ensure its proper functioning, minimize interruptions in the treatment process, and to alleviate costly repairs; makes adjustments and minor repairs to operating equipment; reports the need for major or specialized repairs to equipment, machinery and electrical and electronic systems; assists specialized trades personnel in making major and/or highly technical repairs to equipment, machinery and systems.

Operates wastewater treatment equipment, machinery and facilities by using manual, electronic and computer control systems to regulate and control processes.

Assists in the training and development of subordinate plant operations staff.

Oversees the work of subordinate plant operations staff as a lead worker.

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

Operates motorized equipment, such as forklifts, tractors, etc.

Monitors systems; controls valves for emergency and scheduled shut down; troubleshoots, diagnoses, makes repairs or adjustments, and reports problems to appropriate personnel, as necessary, when on-call or during regular work hours.

Determines the amount needed and, following prescribed instructions, adds chemicals and other substances to the treatment process.

Cleans tanks and other facilities; maintains buildings and grounds in a clean and orderly manner.

Collects water samples for quality control tests and analyzes samples using laboratory test equipment.

Receives chemical shipments; monitors unloading process and records into inventory; tests shipments for compliance to standards; checks chemical alarms and feed systems for leaks.

Maintains a variety of records, logs and reports.

Operates vehicle to travel to various District facilities.

May fill in for the Water Reclamation Plant Shift Supervisor in the supervisor's absence.

Performs related duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

Principles, methods and techniques for operating pumps, valves, electric motors, diesel engines and electronic, computerized and manual control systems; functions and servicing requirements of the equipment used in a wastewater treatment facility; principles, methods, practices and techniques utilized in chemical, bacteriological and biological analyses; relevant federal, state, and local laws and regulations; computer applications related to the work, including modern, state-of-the-art supervisory control and data acquisition systems.

Ability to:

Operate a variety of pumping, treatment and control equipment and machinery, including digital control equipment; accurately read meters, gauges, blueprints and schematic drawings; make mathematic calculations, including metrics; establish and maintain effective relationships with those encountered in the course of the work; work independently and make sound independent judgments within established guidelines; follow and apply oral and written instructions; communicate effectively, orally and in writing; prepare basic records and reports of work performed; operate and maintain hand and power tools pertaining to the work; learn and apply new information; follow safety practices and procedures pertaining to the work; and train others in work processes and procedures.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D. equivalent; one year of experience in the operations of a waste water treatment plant and possession of a California State Water Treatment Operator III certificate; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:

A valid California driver's license and the ability to maintain insurability under the District's Vehicle Insurance Policy.

A State of California Water Resources Control Board Waste Water Treatment Operator Grade III Certificate or higher.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Requirements

While performing the duties of this class, employees are regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is frequently required to stand and talk or hear; walk; sit; climb or balance; stoop, kneel, crouch or crawl.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move over 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use oral and written communications skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret situations; use math and mathematical reasoning; learn and apply new information or new skills; interact with District staff, other organizations and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee frequently works in extreme outside weather conditions, near moving mechanical parts and in high or precarious places; and is exposed to wet and/or humid conditions, vibration, fumes or airborne particles, raw sewage, toxic or caustic gases or chemicals, respiratory hazards, lime dust, caustic soda, biological silica sand, and the risk of electrical shock. The noise level is frequently loud.

The employee is subject to 24-hour call out.

FLSA DETERMINATION: Non-exempt.