

Goleta Sanitary District Job Description

Job Title: Wastewater Treatment Plant Operator I
Department: Plant Operations
Reports To: Operations Supervisor
FLSA Status: Non-Exempt (Non-Salary)

SUMMARY

Under moderately close supervision, monitors wastewater treatment plant processes; performs routine laboratory tests and a variety of duties in the cleaning, maintenance and operation of a wastewater treatment plant.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Monitors control panels and adjusts valves and gates manually or by remote control to regulate process flows, with approval of the Operator of the Day or Supervisor.

Observes variations in operating conditions and interprets meter and gauge readings and tests results to determine treatment process condition.

Starts and stops pumps, engines, and generators to control flow of wastewater through filtering, settling, aeration, and sludge digestion processes, with approval of the Operator of the Day or Supervisor.

Maintains log of operations and records meter and gauge readings.

Collects wastewater samples and conducts routine laboratory tests.

Operates and maintains pumps, process equipment and power generating equipment, with approval of the Operator of the Day or Supervisor.

Monitors and maintains chemical feed equipment and chemical inventories used in the treatment process

Operates motorized equipment such as front-end loaders, forklifts, articulated wheel loaders and dump trucks.

May be required to work weekends.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge Of: Methods of treatment processes used in a wastewater treatment plant; principle, practices, methods and procedures used in the operation and maintenance of a wastewater treatment plant; tools and practices commonly used in masonry, plumbing and carpentry trade.

Ability To: Operate and maintain the full range of equipment commonly found in wastewater treatment plants; monitor and maintain plant processes; conduct laboratory tests and analysis; read and interpret gauges and recording devices monitoring plant operations; operate motorized equipment used in plant operations; establish and maintain effective working relationships with those encountered in the course of work. Work in confined spaces and use self-contained breathing apparatus and respirators.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED)

Completion of 6 educational units in wastewater treatment acceptable to the California State Water Resources Control Board.

One year of experience operating a wastewater treatment plant.

Grade I Wastewater Treatment Plant Operator Certificate issued by the California State Water Resources Control Board.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports, logbook entries and correspondence. Ability to speak effectively before groups of customers or employees of the District.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Possession of a valid California Class C driving license with a satisfactory driving record.

Possession of a Grade I Wastewater Treatment Plant Operator Certificate issued by the

California State Water Resources Control Board.

Must take and pass the Wastewater Plant Operator Grade II certification test within the first 12 months of hire.

Ability to obtain American Red Cross First Aid and Cardiopulmonary Resuscitation (CPR) certificates.

PHYSICAL DEMANDS

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

While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee frequently is required to use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and smell. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

The employee is occasionally required to work in confined spaces or other areas with potentially hazardous atmospheres requiring the use of self-contained breathing apparatus (SCBA) or respirators and in that respect is required to follow the District's facial hair policy.

MENTAL DEMANDS

While performing the duties of this class, employees are regularly required to use oral and written communication skill; read documents or instructions; analyze and solve problems; observe and interpret data or information; use math and mathematical reasoning; learn and apply new information or skills; Work under constantly changing deadlines and priorities with constant interruptions.

WORK ENVIRONMENT

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

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, and outside weather conditions. The employee is frequently exposed to wet and/or humid conditions; high, precarious places; toxic or caustic chemicals; and risk of electrical shock. The employee is

occasionally exposed to vibration. The noise level in the work environment is usually moderate.