



WATER/WASTEWATER OPERATOR 1

Salary Range: \$51,004 to \$63,504 Annually

Summary

Under the direction and supervision of the Water/Wastewater Project Manager, this entry-level position is responsible for the 1) water operation and maintenance of the production wells, treatment, storage, and distribution system; 2) basic wastewater operation and maintenance of the treatment plant, collection, and disposal system; 3) solid waste duties and; 4) may also perform snow removal duties seasonally.

Essential Duties and Responsibilities

- Water Production, Treatment, Storage, and Distribution
 - Learn and perform, with increasing independence, to operate the production wells, treatment, storage, and distribution facilities to achieve proper processing of water within mandated operating requirements.
- Wastewater Collection, Treatment, and Disposal
 - Learn and perform, with increasing independence, wastewater treatment and collection operator duties.
 - Respond to customer service issues, including spills.
- Solid Waste
 - Maintain and operate solid waste and recycling facilities.
 - Maintain and operate green waste and chipping.
- General
 - Inspect and adjust mechanical and process equipment.
 - Perform a variety of standardized chemical and bacteriological quality control tests, record and report the test results.
 - Log readings from meters, gauges, charts, and instruments.
 - Lubricate, pack, clean, adjust and make minor and major repairs to plant equipment which may include disassembling, cleaning, sanding and reassembling valves, gear cases and reduction units, aligns motors, pumps, and gear cases.
 - Perform plant routine maintenance work.
 - Perform a variety of installation, maintenance, and repair tasks.
 - Provide USA utility locations.
 - Perform major and minor system repairs.
 - Comply with all District policies, procedures, rules, and regulations, including all safety standards.
 - Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public.
 - Operate a vehicle to travel to lift stations and other facilities for inspection and maintenance activities.

- Receive delivered materials and maintain records of items received and assist in the safe unloading and storage of chemicals.
- Maintain regular attendance and adherence to prescribed work schedule to conduct job responsibilities.
- Perform snow work, which includes but is not limited to shoveling or raking snow from water, wastewater, and solid waste equipment.
- Be available to work on-call assignments per the on-call policy.
- Perform other duties as assigned.

Desirable Qualifications

Knowledge of:

- Mechanical equipment operation and maintenance.
- Basic arithmetic such as addition, subtraction, multiplication, division, and basic algebra.
- Methods, materials, procedures, and equipment used in water or wastewater systems operations and maintenance work.
- Common office computer software and database programs including the Microsoft suite of programs.
- Proper work safety standards.

Ability to:

- Perform a variety of work assignments in the 1) installation, operation, maintenance and repair of water production, treatment, storage, and distribution systems, and associated facilities and; 2) installation, operation, maintenance and repair of wastewater treatment, collection, and disposal systems, lift stations, and associated facilities.
- Carry, push, pull, reach, and lift equipment and parts weighing up to 50 lbs. or 100 lbs. with assistance.
- Follow administrative and operational regulations.
- Use proper safety precautions, including working with plant chemicals.
- Learn to perform standard water and wastewater quality tests and treatment process control tests.
- Learn to maintain and update plant records and logs.
- Learn to read and interpret well, pump, piping, and distribution diagrams.
- Work rotating shifts, weekends, holidays, and overtime as needed.
- Establish and maintain cooperative working relationships.
- Work with independence and initiative.

Education and/or Experience

Education: A High School diploma or equivalent. Experience in mechanical equipment operation and maintenance and/or underground pipelines is preferred.

Experience: No experience is required. One (1) year of work experience in performing operations and maintenance of equipment similar to that of District facilities is preferred.

Or any combination of education and experience which would likely provide the desired knowledge and abilities is acceptable.

Licenses, Certificates, and Registrations

- Possession of a State of California Water Distribution Operator Certificate Grade D1 or obtain within 12 months.
- Obtain a State of California Treatment Operator Certificate Grade T1 or obtain within 36 months of employment.
- Possession of, or ability to obtain an Operator-In-Training certificate within 6 months of hire.
- Obtain a Grade I Wastewater Treatment Plant Operator Certificate of Competence issued by the California State Water Resources Control Board within 24 months of hire.
- Complete the designated number of contact hours (e.g., continuing education and training requirements) to maintain the required certifications as a condition of continued employment.
- Have a valid Class C or higher driver's license and a clean DMV report.

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.

- Operate District vehicles.
- Stand, walk, and operate equipment for extended time periods.
- Use hands and fingers to handle and feel objects, tools, controls and reach with hands and arms.
- Frequently required to climb or balance.
- Occasionally required to work in high or precarious positions.
- Regularly lift and/or move up to 50 lbs. or up to 100 lbs. with assistance.
- Regularly remove snow by shoveling or raking.
- Stoop, kneel, crouch, crawl, and climb during field maintenance and repair work.
- Regularly use a telephone for communication.
- Hearing and vision within normal range with or without correction.

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.

- Regularly works near moving mechanical parts and vibration.
- Exposed to exhaust fumes or airborne particles.
- Occasionally works in extreme weather conditions.
- Regularly works in an environment with exposure to dust and dirt.
- Occasionally works irregular or extended work hours.
- 50% to 100% work time spent outside a building and exposed to the sun.
- Considerable work time in hard manual labor in temperatures above 80 degrees or below 40 degrees.
- More than 10% of the work time getting all or part of the body and/or clothing wet.
- The noise level in the work environment is usually moderate to loud.
- Occasional work on unusually slippery surfaces.
- Some parts of the body may encounter oil or grease occasionally.

This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions and perform any other related duties as may be required.

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