

TREATMENT PLANT OPERATOR IN TRAINING (OIT)

DEFINITION

This is time-limited entry level position that will be evaluated on the employee's ability to learn and retain knowledge related to the successful operation of a water or wastewater plant. Incremental improvements in these abilities must be complimented by the acquirements of regulatory certification through the State of California. Monitors plant equipment and processes to ensure plant efficiency, and makes adjustments accordingly; performs directly related work as required.

DISTINGUISHING CHARACTERISTICS

The principal function of an employee in this class is to monitor plant equipment and processes to ensure plant efficiency, and makes adjustments accordingly. Obtaining certification and experience is a primary focus. Shift operator work is required. The nature of the work performed requires an employee in this class to establish and maintain effective working relationships with all others contacted in the course of work. The principal duties of this class are performed in a water and/or wastewater treatment plant.

EXAMPLES OF DUTIES (Illustrative Only)

- Monitors plant equipment and processes to ensure compliance with environmental and public health standards, including monitoring and making adjustments as needed to optimize efficiency, making chemical dosage changes, changing pumping rates, and monitoring all equipment daily.
- Interprets laboratory and process tests to optimize plant performance, checks the results, and makes appropriate changes.
- Performs proper usage and handling of chemicals according to industry standards, including monitoring the Digester Gas System, and performing safety hook-up connections for chlorine and sulfur dioxide cylinders.
- Performs preventive maintenance on equipment and instruments to ensure efficient operation and accurate instrument readings, including referencing related manuals to explain device functions as necessary.
- Maintains accurate records, including calculating the daily use of energy and chemicals, and completing required monthly reports.
- Performs daily equipment checks, including cleaning and painting plant equipment, daily programming of discharge timer, and related duties.

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- Keeps immediate supervisor and designated others accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.

EXAMPLES OF DUTIES (Illustrative Only) Continued

- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Conducts plant tours as assigned/requested.
- Responds to questions and comments from the public in a courteous and timely manner.
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- Performs other directly related duties consistent with the role and function of the classification.

QUALIFICATIONS

Knowledge of:

Substantial knowledge of various pumps, piping, and mechanical systems for water and/or wastewater treatment technology.

Substantial knowledge of laboratory testing and interpretation of results.

Substantial knowledge of mathematics, biology, and water and/or wastewater treatment sciences.

Substantial knowledge of EPA standards and regulations.

Substantial knowledge of the principles, methods, and practices of water and/or wastewater treatment.

Substantial knowledge of record keeping techniques.

Skill in:

Utilizing strong organizational skills to develop efficient routines for work Completion.

Multi-tasking oriented, and completing daily tasks in a timely and efficient manner.

Working independently, and with full responsibility for the facilities as needed.

Prioritizing tasks and problems, with the more critical problems being handled first.

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Working quickly and efficiently.

Operating various pumps, piping, and mechanical systems for water and/or wastewater treatment.

Performing laboratory tests and interpret the results.

Skill in: Continued

Understanding and applying mandated standards and regulations to the work.

Keeping accurate records, and write reports.

Working with dangerous chemicals in a safe and prudent manner.

Communicating effectively with others, both orally and in writing, using both technical and non-technical language.

Understanding and following oral and/or written policies, procedures, and instructions.

Preparing and presenting accurate and reliable reports containing findings and recommendations.

Operating or quickly learning to operate a personal computer using standard or customized software applications appropriate to assigned tasks.

Using logical and creative thought processes to develop solutions according to written specifications and/or oral instructions.

Performing a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.

Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology.

Exercising integrity, ingenuity, and inventiveness in the performance of assigned tasks.

Other Requirements:

- Ability to obtain Water and/or Wastewater Treatment Plant Operator Certificate as issued by the regulating authority of the State of California and/or the California Department of Health Services.
- Valid Class C California State Driver's license.
- High School Diploma or GED supplemented by college or other courses sufficient to provide the necessary knowledge, skills, and abilities.

Desirable Education and Experience:

- Demonstrated interest in science, learning and field application of these interests.

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- College level courses with transcript or BS
- Demonstrated writing ability.