

JOB DESCRIPTION

City of Patterson



Human Resources

WASTEWATER OPERATOR I

JOB SUMMARY

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

Under close to general supervision from the Chief Plant Operator, the Wastewater Operator I performs routine work related to the operation and maintenance of all equipment in a wastewater treatment plant on an assigned shift; operates wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; inputs plant operation data to a computer system and plots operational trends; collects samples and performs routine laboratory tests and analysis; performs routine facilities and grounds maintenance work; assists with training less experienced operators; and performs related work as assigned.

The Wastewater Operator I is the entry-level classification in the Wastewater Operator series. This classification is distinguished from the journey level Wastewater Operator II by the performance of more routine operations, maintenance and repair tasks and duties, while learning to perform the full range of semi-skilled to skilled journey level work related to the operation and maintenance of all equipment at a wastewater treatment plant. Positions in this classification are normally filled by advancement from the Water Operator in Training (OIT). This classification is flexibly staffed with the journey-level Wastewater Operator II. Upon recommendation of the Department manager, positions in this classification advance to the journey level II classification after gaining the required experience and certifications, developing the proficiency to perform the full range of journey-level job duties and consistent exemplary job performance ratings.

SUPERVISION RECEIVED AND EXERCISED

Receives close to general supervision from the Chief Plant Operator; may receive assignments from a Wastewater Operator III.

This position does not routinely exercise supervision, but may provide technical guidance to less-experienced Wastewater Operators.

ESSENTIAL DUTIES

Typical essential duties may include, but are not limited to, the following:

Operates wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; monitors gauges, meters and control panels, observes variation in operation conditions, interprets meter and gauge readings and test results to determine processing requirements.

Operates valves and gates; starts and stops pumps, engines and electric motors to control and adjust flow and treatment processes; and operates and maintains boilers.

Monitors facility equipment and systems including valves, pumps, motors, tanks and gauges; adjusts equipment as necessary; performs skilled maintenance and minor repairs as appropriate; and refers major repair requirements to appropriate personnel.

Inputs plant operation data into a computer system; and plots operational trends.

Maintains the facility in a clean, orderly and safe condition; and performs routine grounds maintenance work as needed, including painting and landscaping work.

Safely connects and disconnects chlorine cylinders.

Safely and efficiently operates treatment plant vehicles and stationary machinery as required.

Collects samples and performs routine laboratory tests and analyses.

Assists in the supervision and training of less experienced operators as assigned.

Performs related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: Basic principles and practices related to the safe and efficient operation of a wastewater treatment plant and the operation and maintenance of wastewater plant machinery; wastewater treatment plant instrumentation; wastewater sampling and testing techniques; basic operation, maintenance and repair of various pumps and meter; effective operation of a personal computer and applicable software applications; basic record keeping techniques; characteristics of hazardous gases associated with treatment of sewage; automated equipment used in treatment plant operations; the City's sewage plant operation policies and procedures.

Ability to: Monitor, adjust and test wastewater quality at the facility; perform routine maintenance and minor repairs on facility equipment and systems; learn, interpret, apply and explain rules, regulations, policies and procedures; learn applicable mechanical and piping systems including valves, line-ups, gauges and meters; collect samples and perform routine laboratory tests; access and interpret data from SCADA computer system and related software applications; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work.

NECESSARY SPECIAL REQUIREMENTS

Must be 18 years of age or older.

Must successfully pass a pre-employment medical examination, including a drug screen, fingerprint, background check and reference check.

Must be able to provide proof of U.S. citizenship or legal right to work in the United States.

EXPERIENCE and CERTIFICATIONS

Any combination of education, training and experience that would likely provide the required knowledge, skills, and abilities: Normally this would include:

Education: Must have a High School Diploma or GED equivalent.

Experience: One (1) year of experience working at a wastewater treatment facility.

License or Certificate: Possession of a valid California Class C driver's license is required at the time of appointment and must be maintained as a condition of employment.

Possession of or ability to obtain and maintain a valid California Class B driver's license within one (1) year of appointment is required.

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

PHYSICAL REQUIREMENTS

Physical Requirements: On a daily basis, the essential duties of the job require the ability to walk, bend, stoop, crouch, climb ladders up to 40 feet, and stand for extended periods of time; to use hand strength and finger dexterity to operate hand and power tools and equipment and to use a computer; to use hands and arms to reach; to see well enough to read, write and make observations; to hear well enough to converse on the radio, telephone and in person; to use hands and feet to operate assigned vehicles and heavy equipment; to use body strength to perform heavy manual labor for extended periods and to lift, carry, push and pull equipment and parts that occasionally weigh up to 150 pounds; and to tolerate extreme fluctuations in temperature while performing essential functions of the job.

Environmental Conditions: Essential duties of the job are performed in both inside in an office environment and outside under varying weather conditions with daily exposure to continuous noise, dust, allergens, chemicals, solvents, fumes, smoke, gases, grease, oil and electrical energy; essential duties require working with hands in water, on uneven and slippery surfaces, around moving vehicles and vibrating equipment and on equipment with moving parts, on ladders and/or scaffolding; and occasionally in confined spaces.

This classification is assigned to the miscellaneous bargaining unit for labor relations purposes and are subject to overtime, standby and callback assignments.

FLSA Status: Non-Exempt

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