

RODEO SANITARY DISTRICT

EMPLOYMENT OPPORTUNITY

WASTEWATER OPERATOR OIT/GRADE I Salary \$3,882.17 - \$4,566.13 per month DOE Closes February 6, 2015
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DEFINITION

Inspect, operate, and maintain the District's wastewater treatment facility including primary, secondary, and solids treatment processes; assume responsibility for daily operational controls and monitoring of plant processes including maintaining appropriate records and logs; and perform routine laboratory analysis for chemical and physical characteristics of wastewater treatment processes.

DISTINGUISHING CHARACTERISTICS

Plant Operator Trainee

This is the sub-entry level class in the Plant Operator series and is distinguished from higher level classes in that they minimal experience or technical knowledge in the area of plant operations. Positions in this class perform only the most routine duties under the immediate supervision of higher level positions in the wastewater treatment operation.

Plant Operator I

This is the entry level class in the Plant Operator series and is distinguished from the II level by a more limited ability to perform the full range of duties as assigned. While positions in this class do have prior operator experience, they are not expected to apply the full range of specific policies and procedures unique to the District's treatment plant operation.

SUPERVISION RECEIVED AND EXERCISED

Plant Operator Trainee

- Receive general supervision from the Chief Plant Operator and immediate supervision from the operations staff. Technical supervision may be provided by higher level positions in the Plant Operator series.

Plant Operator I

- Receive general supervision from the Chief Plant Operator, and functional and technical supervision from higher level positions in the Plant Operator series.

EXAMPLES OF ESSENTIAL DUTIES

Duties may include, but are not limited to, the following:

- Inspect, operate, and maintain the District's wastewater treatment facility including primary, secondary, and solids treatment processes.
- Inspect plant equipment; report any failures or operating difficulties to appropriate staff; initiate work order for equipment repairs.

- Read meters, gauges, charts, and instruments; interpret the meaning of various indicators and make appropriate adjustments as necessary.
- Operate and monitor a variety of plant equipment, including pumps, furnaces, boilers, and valves, by hand or through automatic controls.
- Perform routine adjustments and maintenance of plant equipment.
- Handle multiple hazardous chemicals.
- Maintain appropriate records and logs.
- Perform related duties as required.

Strong mechanical skills desired.

Strong electrical skills a plus.

MINIMUM QUALIFICATIONS

Plant Operator Trainee

Knowledge of:

- Basic wastewater treatment principles, methods, and practices.
- Safety hazards and appropriate precautions applicable to work assignments.

Ability to:

- Intermittently sit at desk while computing results of tests and making log entries; stand while obtaining samples; walk, bend, squat, climb, and kneel while checking equipment; perform simple and power grasping, pushing and pulling, fine manipulation; lift or carry weight of 25 pounds or less; and occasionally lift or carry weight of 75 pounds or less.
- Learn the use and operation of a variety of plant equipment.
- Learn routine wastewater sampling, control test procedures, and laboratory analysis.
- Understand and follow oral and written instructions.
- Learn safe work practices.
- Learn and observe all appropriate safety precautions as required by the District including, but not limited to, Cal/OSHA General Industry Safety Orders, and District Safety Directives.
- Work shift, on-call, weekends, and holidays as assigned.

EXPERIENCE AND EDUCATION

Education:

Required:

1. High School Graduate or equivalent.

One of following two is required:

2. Completed or be enrolled in the Solano Community College Water Program, either through the College or the Bay Area Consortium of Water and Wastewater Education Program.
3. Enrolled in a Regional Occupation Program for wastewater treatment plant operations.

LICENSES AND CERTIFICATES

- Possess a California Treatment Plant Operator-in-Training Certificate, or obtain within thirty days of employment.
- Possession of a valid California driver's license and a satisfactory driving record as determined by the District. Possession of a valid California Class B license is required within three months of employment.

Plant Operator I

In addition to the qualifications for Plant Operator Trainee:

Knowledge of:

- Modern wastewater treatment principles, methods, and practices.
- Routine cleaning and basic operation of wastewater treatment equipment.
- Routine wastewater sampling, control test procedures, and laboratory analysis.
- Basic principles of mechanics, electronics, and hydraulics.
- Safe working practices pertaining to work within a treatment plant facility.

Ability to:

- On a continuous basis analyze the performance of equipment and the chemicals used, know equipment functions, observe equipment and facilities, remember procedures, and understand the plant process and how the equipment operates. Intermittently identify what equipment is working, interpret and problem solve cause of equipment malfunctions, and explain status to employees and supervisors.
- Clean and provide minor maintenance and adjustment of equipment.
- Recognize and report unusual, inefficient, or dangerous operating situations.

- Learn to interpret standardized process control tests and adjust plant equipment accordingly.
- Maintain basic records of plant operations and prepare written and oral reports of work performed.
- Use a computer, MS Excel and MS Word.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

- One year of experience in the operation of a wastewater treatment plant or one year of employment in a position comparable to the Plant Operator I class in the District.

LICENSES AND CERTIFICATES

- Grade I California Wastewater Treatment Plant Operator Certificate.

EMPLOYEE BENEFITS

Vacation - Accrued at the rate of 0.9166 days for each full month of employment for the first four years of service with a cap of 30 days or 240 hours.

Sick Leave - Accrued at the rate 8 hours for each full month of employment with a cap of 30 days or 240 hours.

Holidays - The District presently observes 10 paid holidays with two floating holidays per year.

Insurance Coverage - The District contributes a fixed amount toward employee medical, dental, vision, and life insurance.

Retirement - Provided through the Contra Costa Employee Retirement Association. District contribution is a function of the employee's age. District pays four percent of the employee's contribution until January 2018 or sooner.

Credit Union - Provides employees with an opportunity for low-interest loans and systematic savings through payroll deduction.

The Rodeo Sanitary District is an equal opportunity employer