

POLICY TITLE: JOB DESCRIPTION - OPERATOR IN TRAINING
POLICY NUMBER: 2195

2195.1 THE POSITION AND DUTIES

An Operator in Training, in accordance with established procedures and under the guidance and supervision of a certified District Operator may perform any or all of the following tasks:

- Operates valves and gates
- Operates and maintains screens, clarifiers, centrifuge, digesters, pumps, blowers, meters, chlorination equipment, computers, sludge thickening and aeration units
- Greases, inspects and adjusts equipment and machinery
- Flushes, cleans and hoses channels, screen wells, wet wells, weirs and decks
- Collects samples and may run routine chemical tests
- Keeps records of equipment operation and meter readings
- Assist in the equipment repair
- May assume responsibility of the shift during the absence of an operator
- Assists in keeping plant in good operation and sanitary condition and in caring for the surrounding grounds

The Operator In Training may also works on sewer line maintenance using sewer cleaning equipment, flushes lines and answers emergency calls for sewer stoppage, performs routine and corrective maintenance on the sewer system.

2195.2 REQUIRED QUALIFICATIONS

- It is mandatory that candidates possess a State Water Resources Control Board OPERATOR IN TRAINING Certificate; must be obtained within two months of assignment to this position.
- Graduation from an accredited high school or equivalent.
- Must possess and maintain a valid class C California driver's license.
- Must continue to meet all of the provisions of the District to be insured with the terms and condition of the District's insurance program as conditions of employment.
- Must possess the physical ability to perform the critical and important duties of the class, including sufficient strength to safely lift 50 pounds.
- Must pass a pre-employment physical examination.
- Must take and pass a drug test in conjunction with the pre-employment

physical examination. All employment offers will be contingent upon passing the physical examination and drug test.

- Knowledge of operation and maintenance procedures of plant controls and equipment; operation of biological and physical processes, and all applicable state and federal regulations and requirements for plant operation and discharge.

Ability to:

- Establish and maintain effective working relationships with coworkers and the public.
- Clearly and effectively speak, read and write in English.