

Thermalito Water and Sewer District

Policy and Procedures

Job Description: **Water Treatment Plant – Operator I**

Rate of Pay: **\$37.17/hr.**

Definition

Under general direction of the Chief Water Treatment Plant Operator or Water Treatment Plant Operator II, the Water Treatment Plant Operator I must work under the direction of the Chief Plant Operator and is responsible for performing the full range of water treatment plant operations. Perform basic maintenance, inspection assignments, repair work on plant facilities and equipment at the treatment plant and all district wells.

Duties:

- Operates, plans and organizes maintenance and operations work at the water treatment plant.
- Performs a variety of basic maintenance assignments at the water treatment plant, pumping stations and associated facilities.
- Responds to customer complaints regarding low pressure, high pressure, and water quality.
- Operates automatic and manually controlled equipment, motors, and pumps used in the treatment, purification, and disinfection of water.
- Coordinates treatment plant operations with other District functions.
- Ensures the maintenance of an adequate inventory of chemicals and supplies for plant operations.
- Regulates and controls the amount of chemicals used to maintain specified water treatment requirements.
- Responsible for collecting samples at established times; performs standardized quality control tests and adjusts chemical feeders and other plant equipment according to results.
- Takes meter and chart readings and interprets information to determine the proper operation of treatment equipment and water conditions.
- Makes regular assessments of water flow, turbidity, pressure, chemical use, residuals, temperatures, and other pertinent data to maintain proper plant operating conditions.
- Performs a variety of maintenance and repair work on plant facilities and equipment.
- Observes pumping equipment to identify possible problems and operating difficulties.
- Changes recording charts as needed.
- Operates a vehicle to travel to pumping stations and other facilities for inspection and maintenance work.

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Job Description: **Water Treatment Plant – Operator I, *continued***

Duties, *continued*

- Receives delivered materials, recording shipments and storing items.
- Responsible for plant operating logs and record keeping
- Provides direction, and assigns work to Relief Plant Operator
- On occasions represents District treatment plant functions with the public, contractors, and representatives of other government agencies.
- Ensures and maintains proper safety practices related to plant operations.
- Practices all OSHA safety standards related to the operations.
- Performs other duties as assigned.

Typical Physical Activities:

- Operates District vehicles to travel between District plants and facilities.
- Must be able to carry, push, pull, reach, and lift equipment and parts. The guidelines specify that female employees should not be asked to lift more than 25 pounds on a recurring basis and male employees should not be asked to lift more than 50 pounds.
- Stoops, kneels, crouches, crawls, and climbs during plant maintenance and repair work.
- Works in an environment with exposure to dust, dirt, chemicals and significant temperature changes between cold and heat.
- Communicates orally with District staff in face-to-face, one-to-one settings.
- Regularly uses a telephone for communication.
- Uses office equipment such as computer terminals, copiers, and fax machine.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges

Employment Standards

Knowledge of:

- Operating principles, methods, materials, and equipment used in water treatment plant.
- Operating of SCADA computer system for the proper operation of the treatment plant
- General knowledge of micro soft applications, including word, excel and outlook
- Repair, maintenance, and adjustment of water treatment plant equipment.
- Chemical and quality testing of water.
- Laws, regulations, and ordinances applicable to water treatment plant operations

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- Proper work safety standards.
- Principles of employee training and supervision.
- Basic electronic trouble shooting and repair.

Ability to:

- Plan, organize, direct, and perform the operation, maintenance, and repair of water treatment plants
- Perform the proper conduct and interpretation of standard water quality tests.
- Read plant measurement and recording equipment, interpreting results to make adjustments to plant operations.
- Use proper safety precautions in working with plant chemicals.
- Read and interpret plant equipment manuals
- Read and interpret plans, diagrams, blueprints, and plant piping and distribution diagrams.
- Maintain and update plant records and logs
- Effectively represent District Water Treatment Plant operations with the public, contractors, and other organizations.
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public.
- Follow oral and written directions.

Required Qualifications:

- Two years of increasingly responsible experience in water treatment facility maintenance and operations
- Education and experience necessary in performing water treatment functions and plant operations, all well operations maintenance, and repair of distribution systems. Knowledge of residential water treatment and distribution systems including basic hydraulics, mechanics and quality control: laws and regulations governing water quality; operation of recording devices used in water distribution and quality control; record keeping.
- Ability to maintain water quantity and quality at optimum levels through the use of measuring and testing devices; check, service and repair pumps, valves and allied equipment; analyze problems and take effective course of action; prepare operating reports and records; maintain cooperative working relationships; understand and carry out oral and written directions and work without close supervision; deal courteously and tactfully with the public.
- Must possess a California Water Treatment Operator Grade 3 Certification or higher or ability to obtain such certification within six months.

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- Must possess a California Water Distribution Grade 3 Certification or higher or ability to obtain such certification within six months.
- Graduation from high school.

Desirable Qualifications:

- Preferable supplemented with college-work in chemistry and electronics.
- Experience in heavy equipment operation (backhoe, dump truck, etc.)
- AWWA or ABPA Backflow Test Certification.
- AWWA Lab Certified.
- California Class A & B Drivers License.

License Certificate Registration Requirement:

Driver License: Possession of a valid California Class C Driver License. Failure to obtain or maintain such required license may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession of a California Water Distribution Grade 3 Certificate or higher.

Possession of a California Water Treatment Operator Grade 3 Certification or higher.

Environmental Demands:

- Outside:** Usually works outside in a variety of weather conditions ranging from snow to +100 F
- Inside:** Sometimes works indoors in temperature-controlled environment.
- Fumes/Gases:** Exposure to fumes from internal combustion engines; exposure to dust generated during construction operations, exposure to fumes from weed control chemicals.
- Noise/Vibration:** Moderate exposure to noise, and minimal vibration from tools and Equipment.