



WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

Department: Planning and Public Works
Job Class #: 956400
Pay Range: Maintenance/Trades 00

FLSA: Non-exempt
Represented: YES

Classification descriptions are intended to present a descriptive list of the range of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

GENERAL FUNCTION:

Under close supervision, assists with performing a variety of routine tasks in the operation, maintenance, and repair work of a Wastewater Treatment Plant.

SERIES CONCEPT:

This position is designed to provide training and experience required to obtain higher levels of certifications as required by State guidelines. Incumbents work under close and continuous direction of a licensed experienced operator. Operator trainees are assigned the more routine, simple, and operational tasks and are expected to progressively accumulate working knowledge of the principles and practices utilized in the operation, maintenance and, repair of a major wastewater treatment plant.

ESSENTIAL FUNCTIONS:

- Assist in operating plant equipment systems, to include making equipment and process adjustment, locally, remotely, and through the plant computer control system in accordance with plant procedures.
- Assist in inspecting, troubleshooting, maintaining and repairing equipment and systems involved in wastewater treatment and associated processes to include: performing scheduled maintenance and operation checks of wastewater systems and associated equipment; performing scheduled lubrication, cleaning of channels, tanks and sumps.
- Keep work records and prepares reports
- Collect wastewater samples; perform plant control tests, and record results.
- Enter, maintain, and extract information from various computer software programs such as the computerized maintenance management system (CMMS) and work order system.
- Perform general clean-up of tools, equipment and work areas.
- Maintain regular, predictable and punctual attendance during regularly scheduled work hours at assigned worksite.
- Meet travel requirements of the position.
- Perform the physical requirements of the position; work within the established working conditions of the position.
- Work a flexible schedule, which may include evenings, weekends, and holidays.
- Lift, carry and/or move equipment, parts, materials and supplies weighing up to 50 pounds.

OTHER JOB FUNCTIONS:

- Perform other job functions as assigned.

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SUPERVISION RECEIVED AND EXERCISED: This position does not supervise other positions. Incumbents are expected to work independently under close supervision with adherence to established guidelines and procedures.

WORK ENVIRONMENT: The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of the position. Incumbents may perform assigned work in a variety of inside and outside climates and conditions, with exposure to weather. Work may include potentially hazardous conditions, such as slippery floors, working from heights or depths of up to 30 feet, in confined spaces, or on difficult terrain, and may include exposure to chemicals, gases and fumes.

PHYSICAL REQUIREMENTS: The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions. Physical activities required are hand and finger dexterity necessary to operate equipment used in the position, talking, seeing, smelling and hearing. Walking, sitting, climbing and descending ladders, bending/stooping, working in and entering tight, confined space with entrance diameter of twenty-four (24") inches, pushing/pulling and unassisted lifting associated with the job duties is required.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Arithmetic, basic algebra, spelling and grammar
- Basic biological principles
- Basic principles of wastewater treatment.
- Mechanical principles
- Spatial relationships
- The proper use and care of a variety of hand tools and equipment.

Ability to:

- Read and write English at a level required for successful job performance
- Apply mechanical principles
- Recognize and relate objects to one another from different perspectives
- Understand and follow written and verbal instructions.
- Work effectively and productively with others.
- Communicate effectively verbally and in writing to audiences of various social, cultural, ethnic, educational and economic backgrounds.
- Effectively coordinate, perform and complete multiple duties and assignments concurrently and in a timely manner.
- Meet the travel requirements of the position, if any.
- Physically perform the essential job functions of the classification.

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MINIMUM REQUIREMENTS TO APPLY:

Applicants must possess a high school diploma or GED and be at least 18 years of age. A state operator-in-training license or a certificate for wastewater treatment plant operations from a state approved college is required.

SPECIAL REQUIREMENTS AND/OR QUALIFICATIONS:

Satisfactory physical condition, as evidenced by a County-approved physical examination, may be required prior to appointment to the position. A valid Washington State driver's license may be required when travel is required of the position.