

City of Stockton

PLANT OPERATOR-IN-TRAINING

Established:	4/23/02
Resolution:	CC02-0207
Spec Adopted:	04/18/02
Resolution:	CS02-034
Spec Amended:	12/7/06
Resolution:	CS06-121
Spec Amended:	1/17/08
Ratifying Resolution:	CS08-010
<u>Spec Amended:</u>	
<u>Resolution:</u>	
CS Status:	Classified
Unit:	O&M
FLSA Status:	Non-Exempt

DEFINITION

Under immediate supervision, performs wastewater inflow, treatment, effluent processing and laboratory sampling operations.

CLASS CHARACTERISTICS

This is a trainee level position in the wastewater treatment Plant Operator series. This position is alternately staffed with Plant Operator I upon acquisition of a California Grade I Wastewater Treatment Certificate.

PRINCIPAL DUTIES (Illustrative Only)

- 1.● Learns process control of wastewater treatment.
- 2.● Learns to review and record readings, logs, and test results.
- 3.● Learns to read, record, interpret and monitor meters, gauges, control panels and laboratory test results.
- 4.● Learns to extract wastewater samples; prepares and maintains associated chain of custody and quality control records; transfers samples to laboratory; performs routine laboratory tests and analyses.
- 5.● Learns to operate direct and remote controls of manual and automatic equipment.
- 6.● Observes the application of chemicals used during treatment processes.
- 7.● Learns to identify and diagnose existing and potential repair requirements to plant, wells, pump stations and associated equipment.

MINIMUM QUALIFICATIONS

Education/Experience:

Possession of a high school diploma or GED. Experience with mechanical, hydraulic, or material process systems is desirable.

Other Requirements:

- Must maintain a valid Class C California Driver's License at all times.
- Upon employment, the City will apply for the California State Water Resources Control Board (CSWRCB) Operator-in-Training Certificate on behalf of the employee. Thereafter, it is the responsibility of the employee to maintain a valid certificate.
- Enrollment in supplemental educational courses as determined by the CSWRCB within one (1) year of employment. Failure to comply with CSWRCB regulations will result in termination of employment.
- As a condition of continued employment with the City of Stockton, must obtain a California Grade I Wastewater Treatment Certificate within two (2) years from date of hire. This position

is alternately staffed with Plant Operator I upon acquisition of a California Grade I Wastewater Treatment Certificate.

- ~~Must possess strength and stamina to lift and carry objects weighing up to 100 pounds, and to perform sustained physical labor.~~
- ~~Must be willing to work out of doors in all weather conditions and to work with exposure to hazardous materials, chemicals and gases, in confined spaces, ability to wear respirators and self-contained breathing equipment, and work up to heights of 75 feet.~~
- ~~Must be willing to work shifts, weekends, holidays, and overtime as needed.~~

Ability to:

- Learn methods, practices, and equipment applied to wastewater conveyance and treatment;
- Learn by classroom and on-the-job, specific Federal, State, and local regulatory practices; and technical terms applied to wastewater treatment processes.

Knowledge of:

- Basic principles of chemical and biological testing;
- Basic construction, assembly, and operation of large and small mechanical equipment;
- ~~Basic computerized record keeping applications and operation of computerized equipment;~~
- Basic operation of a personal computer and other standard office equipment;
- Basic mathematics; and
- Safe work methods and safety regulations.

Skill in:

- Performing housekeeping and preventative maintenance duties.
- Extracting wastewater samples and performing standard laboratory tests;
- Observing, interpreting, and recording measurements;
- Performing minor maintenance on wastewater equipment and facilities;
- Establishing and maintaining effective working relationships with those encountered in the course of the work;
- Communicating effectively, tactfully, and courteously with co-workers and the public; and
- Understanding and following oral and written instructions.

Physical / Mental Abilities:

- Mobility - Frequent performance of heavy manual labor; frequent standing for long period of time; frequent walking and bending;
- Lifting - Frequent lifting up to 100 pounds;
- Vision - Constant use of overall visual capabilities; frequent need for use of color perception, hand/eye coordination, reading and/or close up work; ability to see PC screens;
- Dexterity - Constant grasping, holding, and reaching; Occasional repetitive motion;
- Hearing/Talking - Frequent hearing and talking in person. May be required to wear ear protection or hear in noisy conditions;

- Mental – Ability to comprehend and communicate oral and written instructions; ability to follow basic instructions and guidelines; ability to complete routine forms and basic reports and comprehend and communicate technical information;
- Emotional/Psychological - Frequent coworker contact; occasional working alone;
- Environmental Conditions - Frequent exposure to loud noise, chemicals, fumes, hazardous materials, gases, poor ventilation, exposure to extremes in temperature, humidity, wetness, and other environmental substances and constituents and odors associated with water and wastewater treatment plants;
- Working Conditions - Must be willing to work outdoors in all weather conditions and in confined areas from heights, ability to wear respirators and self-contained breathing equipment; and
- Special Requirements - Shift, weekend, holiday, overtime as required, and off-hours in emergency situations.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirement of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the American with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.

APPROVED:

Original signed by

DIANNA R. GARCIA
LAURIE MONTES
DEPUTY CITY MANAGER/
INTERIM DIRECTOR OF HUMAN
RESOURCES

DATE: January 17, 2008