



WASTEWATER TREATMENT SUPERVISORDEFINITION

Under general direction, to supervise the operation of the sewage treatment facility and disposal system; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

The Wastewater Treatment Supervisor is in immediate charge of the activate sludge treatment facility. He is required to be thoroughly trained in treatment facility operations and supervise routine tests of sewage and make necessary operational adjustments. Work is supervised by the Water and Sewer Supervisor. Occasional inspections are made by the County, State Health Departments, and Regional Water Quality Control Board.

EXAMPLES OF DUTIES

Supervises journeyman plant operators, laboratory technicians and maintenance personnel assigned to the sewage treatment facility in the regular assigned duties of plant facilities, directing cleaning and maintenance schedules for grounds and equipment; supervise the sampling of sewage in various stages of treatment for analysis as to settleable and suspended solids, dissolved oxygen, five day biochemical-oxygen demand, Ph, and Bioassay; makes necessary adjustments in plant operations on the basis of analysis findings; orders supplies as are needed for efficient facility operation; prepares reports and keeps records of personnel and sewage treatment operations.

LICENSE

Possession of an appropriate California Operator's license issued by the State Department Of Motor Vehicles.

Possession of State Water Resources Control Board Class III certificate

Must be able to obtain Water Resources Control Board Class IV certificate within 18 months of appointment.

DESIRABLE QUALIFICATIONSKnowledge of:

Sewage collecting systems, sewage treatment facility operations, laboratory procedures, industrial monitoring and the materials, methods, tools and equipment used in the operations;

WASTEWATER TREATMENT SUPERVISOR -- 2

DESIRABLE QUALIFICATIONS continued

Mechanical and electrical equipment installation, maintenance and repair;

Objectives and processes of the chemical testing and analyses of sewage.

and

Ability to:

Train employees engaged in operating the Sewage Treatment Facility, to plan and supervise their work and get them to work together effectively;

Prepare comprehensive reports and to keep accurate records.

Education: Equivalent to completion of twelfth grade plus **16** educational points as defined by State Water Resources Control Board.

Experience: Four years of experience in the operation of a waste water treatment plant.

Any combination of additional education or experience which meets State Water Resources Control Board requirements for Class IV certification or which will allow for Class IV certification within 18 months of appointment.

SEWAGE PLANT OPERATORDEFINITION

Under general supervision and in accordance with established procedures operate a sewage treatment plant; make laboratory tests; work rotating shifts, including weekends and holidays; and do related work as required.

DISTINGUISHING CHARACTERISTICS

Positions in this class are responsible for proper operation of the sewage treatment plant during their assigned shift. Their work is performed without immediate supervision most of the time and they are responsible for the proper execution of standing orders for emergency action according to operating needs.

EXAMPLES OF DUTIES

Operates and checks the operation of sewage plant equipment, such as pumps, valves, electric motors and filters; oils, greases and cleans equipment; cleans, adjusts and repacks valves and pumps, cleans and adjusts bar screens; regulates operation of oxidation tanks, including alteration and sludge recirculation, sludge dewatering and air flotation equipment; at prescribed intervals operates pumps transferring sludge to digester; reads gauges and makes adjustments to operating controls in order to maintain proper condition of digester in accordance with prescribed procedures; maintains operating logs; assists with the maintenance and repair of sewage plant equipment; occasionally performs laboratory tests; occasionally cleans inside and outside of building; performs grounds maintenance work.

LICENSE

Possession of an appropriate California Operator's license issued by the State Department of Motor Vehicles.

Possession of at least a Class I Operator's Certificate from the State Water Resources Control Board. A Class II Operator's Certificate must be obtained within 1-1/2 years.

DESIRABLE QUALIFICATIONSAbility to:

- Operate equipment used in a sewage treatment plant;
- Perform standard laboratory tests of sewage and interpret such tests;
- Read and interpret gauges and recording devices reflecting plant operations;
- Perform mechanical repairs, maintenance work, and modification to equipment used in a sewage treatment plant;
- Use various mechanic's tools with skill and accuracy;
- Follow oral and written directions.

Sewage Plant Operator -- 2

DESIRABLE QUALIFICATIONS - Contd.

Experience:

Two years of responsible experience in work involving general mechanical repairs and operation of pumps and motors, preferably **in** a water or sewage treatment plant.

and

Education:

Equivalent to completion of the twelfth grade.  
(Additional qualifying experience **may** be substituted for the required education on a year-for-year basis.)

Salary Range 26.5

WATER AND SEWER FACILITIES WORKERDEFINITION

Under general supervision, to perform a variety of semiskilled and skilled mechanical maintenance and repair work on treatment plant, water system, storm drain and sewage pumping station equipment and facilities; and to do related work as required.

EXAMPLES OF DUTIES

Inspects treatment plant, water system, storm drain and sewage lift station equipment and facilities to locate needed repairs and maintenance; installs, services, and maintains a variety of equipment including water wells, pumps, pipelines, valves, electric motors and filters, hydraulic units, boilers, collection units, displacement blowers and other types of stationary machinery and equipment; employs mechanic's tools, welders, and plumbing tools to maintain various parts and pieces of plant equipment; fabricates, assembles, and installs special structures and equipment as needed; repairs and replaces pipes, valves, fittings, and other related plumbing equipment; makes repairs to electrical equipment; repacks variety of pumps; keep maintenance records and perform miscellaneous tests on the water, domestic and industrial wastes sewer systems; may act as Sewage Plant Operator-in-Training or assist on Street, Water or Sewer crews during vacations, emergencies, or sick periods as a Maintenance Worker.

LICENSE

Possession of a valid California driver's license issued by the State Department of Motor Vehicles.

DESIRABLE QUALIFICATIONSKnowledge of:

The operation and maintenance of mechanical equipment. including pumps and electric motors;

The tools, equipment and methods used in the overhaul, repair, adjustment and modification of stationary power equipment, and of the pumping and electrical systems used in a sewage treatment plant, water distribution or storm drain system;

Sewage treatment processes and the tests used to check the effectiveness of such processes.

and

Ability to:

Detect possible mechanical failures and service and perform mechanical repairs, maintenance work, and modification to equipment used in a sewage treatment plant and water **systems**;

Read and interpret gauges and recording devices reflecting plant operations;

- Use various mechanic's tools with skill and accuracy;
- Follow oral and written directions.

and

Experience:

Two years of experience in servicing and general mechanical repair work involving pumps, motors, or other equipment common to a water or sewage treatment plant, water distribution or storm drain system.

## Salary Range 28

SR. LABORATORY TECHNICIANDEFINITION

Under the direction of the Wastewater Treatment Supervisor serves as a load-worker in the laboratory and is responsible for routine, standardized quantitative chemical and bacteriological analysis of water, sewage, and related solids and liquids on a scheduled basis for the purpose of maintaining treatment plant and municipal water system operations at the most efficient level; and to do related work as required. May occasionally be assigned to **work** a different shift to implement testing procedures.

EXAMPLES OF DUTIES

Responsible **for** continuity, accuracy and completeness of the sewage testing and control program through the maintenance of a clean, neat and orderly laboratory and records; also responsible **for** the laboratory's Quality Assurance Program, lab records, State monitoring reports and ordering laboratory equipment; operates, cleans and maintains laboratory apparatus, utensils and instruments including conductivity meter, analytical balance, autoclave, distillation unit, microscope, PH meter, vacuum pump, etc.; performs a variety **of** standardized chemical and bacteriological tests and analysis of sewage, water and related solids and liquids such as Settleable solids, suspended solids, chlorine demand and/or residual, dissolved oxygen content, hydrogen sulfide content, PH factor, biochemical oxygen demand, total solids, **Coliform** bacteria, volatile solids and carbon dioxide content; collects and prepares **for** testing grab and composite samples of sewage and related **solids** and liquids; based on results of testing program advises and recommends changes in plant operations **or** procedures and recommends revisions or modifications of testing program which appear logical and necessary.

DESIRABLE QUALIFICATIONSKnowledge **of**:

Elementary principles, practices and techniques of chemistry and bacteriology.

Operation, maintenance, repair and care of laboratory equipment.

Principles, methods and techniques of physical and chemical analysis. Sewage treatment processes and tests used to check the effectiveness of such processes.

Record keeping methods and procedures

Ability to:

Perform chemical and bacteriological laboratory tests accurately.  
Make accurate computations of moderate difficulty-  
Read and interpret gauges and recording devices.  
Follow oral and written instructions.  
Prepare reports and keep records.  
Establish and maintain cooperative working relationships with the public and other City employees.

AND

EXPERIENCE

**Two** years of sewage treatment laboratory experience involving responsibility for basic analytical procedures.

AND

EDUCATION

Equivalent to high school graduation supplemented with at least **one** year of scientific laboratory classes. Two years of college training with courses in chemistry, bacteriology and biology may be substituted **for** the one year of required experience. A class II Operator's certificate from the California State Water Resources Control Board.

## Salary Range 27.5

LABORATORY TECHNICIANDEFINITION

Under direction performs routine, standardized quantitative and qualitative chemical and bacteriological analysis of water, sewage, and related solids and liquids on a scheduled basis for the purpose of maintaining treatment plant and municipal water system operations at the most efficient level; and to do related work as required. May occasionally be assigned to work a different shift to implement testing procedures.

EXAMPLES OF DUTIES

Operates, cleans and maintains laboratory, apparatus, utensils and instruments including conductivity meter, analytical balance, autoclave, distillation unit, microscope, PH meter, vacuum pump, etc.; performs a variety of standardized chemical and bacteriological tests and analysis of sewage, water and related solids and liquids such as Settleable solids, suspended solids, chlorine demand and/or residual, dissolved oxygen content, hydrogen sulfide content, PH factor, biochemical oxygen demand, total solids, Coliform bacteria, volatile solids and carbon dioxide content; collects and prepares for testing grab and composite samples of sewage, water and related solids and liquids; maintains proper records of tests and prepares periodic reports to State and agencies; based on results of testing program suggests changes in plant operations or procedures and recommends revisions or modifications of testing program which appear logical and necessary.

DESIRABLE QUALIFICATIONSKnowledge of:

Elementary principles, practices and techniques of chemistry and bacteriology.

Operation, maintenance and care of laboratory equipment.

Principles, methods and techniques of physical and chemical analysis.

Sewage treatment processes and tests used to check the effectiveness of such processes.

Ability to:

Perform chemical and bacteriological laboratory tests accurately.

Make accurate computations of moderate difficulty.

Read and interpret gauges and recording devices.

Follow oral and written instructions.

Prepare reports and keep records.

Establish and maintain cooperative working relationships with the public and other City employees.

DESIRABLE QUALIFICATIONS - continued

Experience :

One year of laboratory experience, preferably involving responsibility for basic analytical procedures relating to water or sewage.

and

Education:

Equivalent to high school graduation supplemented with at least one year *of* scientific laboratory classes. Two years of college training with courses in chemistry, bacteriology and biology may be substituted for the one year of required experience.

Salary Range 22.5  
LABORATORY AIDE

DEFINITION

Under supervision, will assist laboratory technicians in the performance of collection of water and sewage samples both at the Treatment Plant facility and in the field. The Laboratory Aide may be assigned to work, a different shift to assist in the implementation of testing procedures.

EXAMPLES OF DUTIES

Assist in the maintenance of a clean, neat and orderly laboratory. Cleans and maintains laboratory apparatus, utensils and instruments. The Laboratory Aide will also be required to collect samples of sewage, water, related solids and liquids for testing purposes. Maintain records and other duties as required.

REQUIRED

Valid Class III California Drivers License.

DESIRABLE QUALIFICATIONS

Knowledge of:

Elementary principles and techniques of chemistry and laboratory procedures

Operation, maintenance and care of laboratory equipment

Working knowledge of basic math.

AND

Ability to:

Read gauges and recording devices.

Follow **oral** and written instructions.

Establish and maintain cooperative working relationship  
with the public and other City **employees**

AND

EDUCATION

Equivalent to high school graduation.

DEFINITION

Under general supervision and in accordance with established procedures learn to operate a sewage treatment plant; make laboratory tests; work rotating shifts, including weekends; and do related work as required.

DISTINGUISHING CHARACTERISTICS

This is an entry level training position for the Sewage Plant Operator position. Upon obtaining the State Water Resources Control Class I Operator's Certificate, the incumbent will be upgraded to Sewage Plant Operator.

Positions in this class under general supervision are responsible for the operation of the sewage treatment plant and perform laboratory tests during their assigned shift.

EXAMPLES OF DUTIES

Operates and checks the operation of sewage plant equipment, such as pumps, valves, electric motors and filters, oils, greases and cleans equipment; cleans, adjusts and repacks valves and pumps, cleans and adjusts bar screens; regulates operation of oxidation tanks, including alteration and sludge recirculation; at prescribed intervals, operates pumps transferring sludge to digester; reads gauges and makes adjustments to operating controls in order to maintain proper condition of digester in accordance with prescribed procedures; maintains operating logs; assists with the maintenance and repair of sewage plant equipment; perform standard laboratory tests; cleans inside and outside of buildings; performs grounds maintenance work, including watering and mowing lawns and caring for shrubbery.

LICENSE

Possession of an appropriate California Operator's license issued by the State Department of Motor Vehicles.

Must obtain State Water Resources Control Board Class I Operator's Certificate after 18 months of employment. The probationary period for an incumbent not having their Class I Operator's Certificate will be extended to a maximum of 18 months in order to allow sufficient time to obtain the required, certificate.

DESIRABLE QUALIFICATIONS

Knowledge of:

- The operation and routine maintenance of mechanical equipment, including pumps and electric motors;
- The tools, equipment and methods used in the overhaul, repair, adjustment and modification of stationary power equipment, and of the pumping and electrical systems used in a sewage treatment plant;
- Sewage treatment processes and the tests used to check the effectiveness of such processes.

and

Ability to:

Read and interpret gauges and recording devices reflecting plant operations:  
Perform mechanical repairs, maintenance work, and modification to equipment used in a sewage treatment plant:  
Use various mechanic's tools with skill and accuracy;  
Make standard laboratory tests;  
Follow oral and written directions.

and

Experience :

Two years of responsible experience in work involving general mechanical repairs to pumps and motors.

and

Education:

Equivalent to completion of the twelfth grade.  
(Additional qualifying experience may be substituted for the required education on a year-for-year basis. )