

OLIVEHURST PUBLIC UTILITY DISTRICT

WASTEWATER OPERATOR-IN-TRAINING

DEFINITION

Under direct supervision of the Chief Plant Operator or licensed Operator Grade 3 or above, the positions in this class perform a variety of duties in the operation of a wastewater treatment plant and related facilities and in the maintenance and repair of mechanical equipment and systems involved in wastewater treatment and associated processes.

EXAMPLE OF DUTIES

- Under direct supervision help maintain the operation of the wastewater treatment facility and assure compliance with all safety and regulatory requirements.
- Under direct supervision reviews Supervisor Control And Data Acquisition (SCADA), process control computer alarms and reports
- Under direct supervision, maintain process controls to comply with NPDES standards.
- Under direct supervision, perform lubrication, packing, cleaning, adjusting and the making of repairs to pumps, valves, gear cases, reduction units, and other mechanical equipment as required.
- Reviews analytical data for trend analyses.
- Responds to customer/citizen complaints and comments both verbally and in writing.
- Maintains positive public relations with emphasis on customer service.
- Performs other duties and assumes other responsibilities as apparent or as delegated.

DESIRABLE QUALIFICATIONS

Knowledge of:

- The principles of wastewater treatment plant operations and maintenance; operating principles of valves, pumps, motors, motor control panels, and other plant equipment.
- Basic laboratory tests for wastewater and sludge analyses.
- Safety and hazards associated with wastewater treatment including confined space entry and chemical hazards.
- Regulatory requirements, e.g. Title 40, Code of Federal Regulations, Title 23, California Code of Regulations.

Skill in:

- Recognize, prioritize, and accomplish needed tasks.
- Respond quickly and effectively in difficult situations.
- Effectively work with other employees; problems or concerns.

Ability to:

- Work any shift, holidays, and weekends. Willingness to work overtime.
- Carry out policies of the District.
- Keep abreast of new and changing technology relevant to this position.
- Use initiative and independent judgment.
- Stay abreast of new products and procedures.
- Use a personal computer and job-related software applications.

JOB QUALIFICATION REQUIREMENTS

Minimum requirements:

- Possession of a Grade I OIT Certificate for the Olivehurst Wastewater Treatment Facility issued by the state of California within 60 days (OPUD Chief Plant Operator will assist with obtaining this Certificate).
- High School diploma or equivalent.
- Possession of valid California Drivers License.
- Must be insurable by District's auto liability insurer.

Preferred qualifications

- Possession of Class B or above license.

SPECIAL REQUIREMENTS

Essential Duties require the following physical skills and work requirements: Working conditions in the field are subject to variations in temperature, and may include wind, rain, and other elements. Requires the ability to differentiate colors, shapes, textures, odors; the ability to maintain mental capacity, which allows the capability of exercising sound judgment and rational thinking under varied circumstances; the ability to see; the ability to communicate orally; requires sufficient hand/eye coordination to perform repetitive movement. Requires ability to work safely out-of-doors in all weather, lift and carry equipment alone frequently weighing up to 50 lbs. and up to 75 lbs with assistance; stand and walk for extended periods, climb, bend, and stoop, grasp and hold objects or tools with full range of motion in wrists and arms; work/traverse on slippery and uneven surfaces; hearing capacity sufficient to understand conversations. Also includes exposure to chemicals, biohazards, heights, confined spaces, weather exposure, trip/fall hazards, power tools, and animals. Requires the ability to operate a motor vehicle.

Olivehurst Public Utility District is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodation to qualified individuals with disabilities.

MEMORANDUM

From the desk of

CINDY VAN METER

District Clerk/Resource Coordinator



DATE : September 30, 2022

TO : Board of Directors

CC : John Tillotson

RE : Proposed Pay Rate for Wastewater Operator-in-Training

Included in your board package is a draft position description for a Wastewater Operator-in-Training position.

The proposed hourly range for this position is as follows:

| | | | | | |
|---------------------------------|---------|---------|---------|---------|---------|
| Wastewater Operator-in-Training | \$19.00 | \$19.95 | \$20.95 | \$21.99 | \$23.09 |
|---------------------------------|---------|---------|---------|---------|---------|