

**POSITION:** Operator 1  
(Wastewater Division)  
**CODE:** 2076  
**FLSA:** Non-Exempt



**DEPARTMENT:** Public Works  
**GRADE:** 114N  
**DATE:** 7/1/19

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**POSITION SUMMARY:**

Position operates and maintains wastewater treatment plans and related facilities. Position reports to Manager (Wastewater Division) for direction and supervision. Work of this class involves no direct supervisory duties or responsibilities.

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**ESSENTIAL DUTIES:**

1. Operates and maintains wastewater treatment plants and related facilities, including facility maintenance and repair, obtains and analyzes samples, fills and maintains chemical feed tanks, operates flow meters and other equipment, processes sludge, and maintains daily records of facility operations.
2. Performs preventative maintenance and minor repairs to machinery and equipment such as chemical feed systems, sample collection equipment, ultraviolet disinfection systems, and membrane and other filtration systems.
3. Performs skilled and unskilled manual labor in building and ground maintenance.
4. Maintains inventory of chemicals, repair parts, and other needed supplies and equipment.
5. Maintains assigned vehicles, tools, and equipment.
6. Performs other duties as instructed and assigned.

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**KNOWLEDGE, SKILLS and ABILITIES:**

1. Knowledge of wastewater treatment plant processes, systems, and equipment, and the operation and maintenance thereof.
2. Ability to follow written and oral instructions.
3. Ability to communicate ideas effectively, both in writing and orally.
4. Ability to prepare accurate and effective written records and reports.

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**EDUCATION AND EXPERIENCE:**

**Education:** Completion of 8<sup>th</sup> grade and ability to read, write and follow instructions; high school diploma or GED preferred.

**Experience:** Two (2) or more years' experience in water and/or wastewater treatment plant operations and maintenance.

**Equivalency:** Equivalent combination of training, education and experience may be substituted.

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**CERTIFICATES, LICENSES AND REGISTRATIONS:**

1. Valid Class B Commercial Driver's License (CDL) with air brake and tanker endorsement, or ability to obtain within six (6) months of hire.
2. Class 3 Wastewater Operator certificate or ability to obtain within six (6) months of hire.
3. Class 2 Water Operator certificate or ability to obtain within six (6) months of hire.
4. Water Sampling certificate or ability to obtain within six (6) months of hire.
5. Confined Space Entry certificate or ability to obtain within six (6) months of hire.

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**PROBATIONARY PERIOD:**

Individuals appointed or promoted to a position in this class will be required to serve a probationary period of six (6) months. Performance will be carefully evaluated during the probationary period. Continuation in this class will be contingent upon successful completion of the probationary period.

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**PHYSICAL and ENVIRONMENTAL CONDITIONS:**

1. Work requires occasional moderately strenuous physical effort and strenuous effort, including lifting or handling moderately heavy equipment, test equipment or other materials. Must be able to lift 100 pounds assisted on a regular basis.
2. Work environment involves risks or discomforts, which require special safety precautions, such as walking and/or climbing in and out of process treatment tanks and other spaces for purpose of conducting assessments, investigations, inspections, or repairs; sitting and/or standing in fixed position for extended periods of time.

3. Work environment involves moderate risk with exposure to potentially dangerous conditions such as those found in wastewater treatment plants, including moving parts or machinery. Employees may require protective equipment including but not limited to boots, goggles, gloves, or shields.
  4. Work may be in confined spaces, elevated storage tanks, and/or require use of a ladder.
  5. Requires working in extreme weather conditions, such as rain, heat, and cold. Must be willing and able to work in areas with no heat or cooling.
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**CONDITIONS OF EMPLOYMENT:**

1. Prior to appointment, employees are subject to pre-employment medical examination and drug testing, extensive background investigation, including but not limited to reference checking, and driving history, and an evaluation of training or experience.
  2. Employees in this classification are essential as defined by the County's Personnel Policies and Procedures Manual and are required to report to work during inclement weather or other designated emergencies.
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**OTHER INFORMATION:**

1. This is a full time, non-exempt position.
  2. Work requires rotating schedule with periodic scheduled work on weekends and holidays.
  3. Employees may also be required to work extended hours during emergency responses and/or inclement weather events.
  4. Position is benefit eligible.
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The above description is not intended, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.