

WATER / WASTEWATER PLANT OPERATOR - TRAINEE

MAJOR FUNCTIONS

This is progressively responsible work in the operation and monitoring of a water and/or wastewater treatment plant.

Water Treatment Plant Operator

Operates treatment plant machines and equipment to purify and clarify water for human consumption and ensures compliance with regulatory agencies under the supervision of a licensed water plant operator.

Wastewater Treatment Plant Operator

Operates sewage treatment, sludge processing, and disposal equipment at wastewater (sewage) treatment plant to control flow and processing of sewage. Ensures compliance with regulatory requirements. All of this is done under the supervision of a licensed wastewater operator.

ESSENTIAL FUNCTIONS

The following statements describe the principal functions of these jobs and their scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the work load. Individuals are required to report to work at the appointed hour, as scheduled, and to work the entire assigned shift.

Water Treatment Plant Operator

- Operates and controls electric motors, pumps, and valves to regulate flow of raw water into treatment plant.
- Adjusts automatic devices that admit specified amount of chemicals into tanks to disinfect, deodorize, and clarify water.
- Monitors panel boards and adjusts controls to regulate flow rates, loss of head pressure, and water elevation and distribution.
- Cleans tanks; repairs and lubricates machines and equipment.
- Collects and test samples according established schedules to ensure continued compliance with regulatory standards.
- Maintains plant records regarding treatment operations during assigned shift.
- Works a shift with a licensed water and/or wastewater treatment operator.
- Repairs and maintains plant water/wastewater distribution lines and transmission systems.

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Wastewater Treatment Plant Operator

- Monitors control panels and adjusts valves and gates manually or by remote control to regulate flow of sewage and/or reclaimed water.
- Observes variations in operating conditions and interprets meter and gauge readings and tests to determine load requirements under the guidance of a licensed and wastewater treatment plant operator..
- Starts and stops pumps, engines, and generators to control flow of raw sewage through filtering, settling, aeration, and sludge digestion process.
- Collects and analyzes samples for operation.
- Maintains plant records regarding treatment operations during assigned shift.

SECONDARY FUNCTIONS

- Performs other tasks as assigned.

CUSTOMER SERVICE

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person or by phone contact.

SUPERVISION

There are no supervisory responsibilities for this position.

EXPERIENCE, EDUCATION, LICENSES, CERTIFICATIONS

Education and Experience

High school diploma or general education degree (GED).

Licenses

Valid Florida Drivers License.

Certifications

Possession of Class C operator's certificate issued by the Florida Department of Environmental Protection in water or wastewater within two years.

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JOB SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the required knowledge, skills, and abilities.

Language Skills

- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to maintain routine plant operations records.
- Ability to effectively present information and respond to questions of managers, clients, customers and the general public.

Mathematical Skills

- Ability to calculate figures and amounts such as discounts, interest, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.

Problem Solving Ability

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Can explain records, procedures to others as lead worker.
- Requires judgment regarding use of equipment, tools or material.

Specialized Skills and Abilities

- Knowledge of math, basic chemistry, and computers.
- Demonstrated pump-mechanical aptitude.
- Ability to read meters and charts accurately and to maintain records.
- Ability to remain calm in stressful situations.
- The ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team

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members are committed to the goals and objectives of the team.

Machines and Equipment

To accomplish the tasks of this position, the employee will be required to utilize and operate standard trades tools (both hand held and electrical), various meters and analyzers, various types of pumps, weight scales, drying oven, microscope, computer, telephone, blower, backhoe, volt meters, and drive a vehicle.

PHYSICAL DEMANDS

While performing the duties of this job, the employee will occasionally be required to sit, climb or balance, stoop, kneel, crouch, or crawl, and to lift up to 50 pounds; will regularly be required to stand, and walk; and will frequently be required to use hands to finger, handle, or feel, reach with hands and arms, talk or hear. Special vision requirements are close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee will occasionally be exposed to wet or humid conditions, high precarious places, fumes or airborne particles, extreme cold, risk of electrical shock, and vibration; will regularly be exposed to moving mechanical parts, and extreme heat; and will frequently be required to work in outdoor weather conditions. The noise level will be loud.

Established: 10/2006

Pay Grade: 8

Job Description Number: 7080

Category: 7

Status: NE

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