

# ***City of Coalinga***

*155 W. Durian*

*Coalinga, CA 93210*

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## ***Wastewater Operator II***

*Pay Class: 25 General*

*FLSA Non-Exempt*

### **DEFINITION**

Under limited supervision of the Utilities Supervisor, operates the Wastewater Treatment Plant. Performs a variety of tasks including but not limited to adjusting plant and basins levels and flows; maintaining wastewater plant equipment and appurtenances, such as pumps, bar screen, digester, clarifier, valves and motors; and maintaining grounds, buildings and other related areas. Responds to collection system needs. Oversees, monitors and/or directs the work of lower-level personnel.

### **EXAMPLES OF ESSENTIAL DUTIES**

***NOTE: Examples listed in this class specification represents but is not necessarily exhaustive or descriptive of duties assigned to this position. Each individual in this classification may not necessarily perform all the duties listed. Further, management is not precluded from assigning other related tasks not listed herein if such duties are a logical assignment for this position.***

- Monitors all applicable water quality parameters to ensure that EPA and DHS quality standards are being met at all times in treatment and distribution systems.
- Maintains, cleans, lubricates and adjusts water and treatment and booster pump station equipment and appurtenances such as pumps, chemical feed systems, valves, motors, etc. Maintains and cleans grounds, buildings and other areas as needed.
- Obtains water and wastewater samples for laboratory analysis using standard sampling techniques and chain of custody procedures.
- Takes water samples and makes standardized laboratory tests such as tests for pH, turbidity and fluoride concentration; performs field-testing for chlorine residual, temperature, pH and additional tests as needed.
- Operates construction equipment for pipeline repair, grounds maintenance and similar construction projects.
- Lifts and moves heavy objects from time to time.
- Maintains and cleans tools used on the job, work areas, office spaces, etc. as needed.
- Performs daily pre-job inspection of equipment and vehicles, and completes regular safety, maintenance and cleanliness checks as required.
- Guides individuals or groups of visitors through the plant discussing plant operations and functions and all applicable EPA, DHS, WRCB and Health Services regulations governing the operation of water and wastewater treatment plants.

- May serves as a shift operator; may assist in the training of new operators.
- Under limited supervision, operates, repairs and maintains Wastewater Treatment Facility.
- Performs other duties as assigned.

## **MINIMUM QUALIFICATIONS**

***NOTE:*** *The specifications listed below outline the desirable qualifications necessary for entry into the class and do not necessary convey the qualifications of incumbents within the position.*

**Education:** High school diploma or equivalent.

**Experience:** Three (3) years of responsible experience in work involving operations and maintenance of wastewater treatment facilities.

**Licenses:** Valid State of California Drivers License, Class B preferred; must be insurable under the City's insurance policy without any additional premiums or costs being incurred by the City.

**Certifications:** Possession of the following certificates issued by the California State Water Resources Control Board:

Possession of a Grade 2 Wastewater Treatment Plant Operator

### **Certificate**

**Incentives:** After successfully obtaining all required certifications, eligible for the following certification incentive pay if applicable:

- 2.5% Pay Incentive for DI Water Distribution Certificate or 5% Pay Incentive for D2 Water Distribution Certificate
- 2.5% Pay Incentive for T1 Water Treatment Certificate or 5% Pay Incentive for T2 Water Treatment Certificate
- 5% Pay Incentive if designated as Chief Plant Operator of Wastewater Plant.

### **NOTE:**

*It is the responsibility of the operator to renew all applicable license(s) to maintain the validity of the certificates and licenses. The City will reimburse the employee for the renewal and Continuing Education Units (CEU) expenses.*

## **KNOWLEDGE, SKILLS AND ABILITIES**

***NOTE:*** *The following are a representative sample of the KSA's necessary to perform essential tasks of the position.*

### **Obtain a Working Knowledge of:**

- Principles of wastewater, water reclamation, and related treatment processes in order to recognize the interrelationship of processes, to start and stop process systems and equipment, and to understand the functions of various gauges, meters, and controllers.

- Methods, tools, materials and equipment used in the inspection, troubleshooting, maintenance, repair, and operation of mechanical equipment such as pumps, motors, gearboxes, mechanical hydraulic drive systems, gas compressors, electronic, pneumatically and hydraulically controlled valves, chemical handling and oxygen injection systems, oxygen generation plants, and associated equipment.
- Principles of operation of pumps, motors, valves, and associated equipment.
- Computer software applications to include word processing, spreadsheet, and database programs; maintenance management information systems; and process control systems.
- Pertinent Federal and state laws/regulations pertaining to wastewater treatment including a knowledge of what constitutes a violation, etc.
- Mathematics, chemistry, physics, and biology.
- Basic electrical/electronics circuitry.
- Safety regulations, practices and procedures.
- First aid and CPR.
- Wastewater sampling and testing procedures

**Learn the Skill and Ability to:**

- Inspect, troubleshoot, operate and maintain all process areas of the wastewater treatment plant.
- Inspect, troubleshoot, maintain and repair mechanical equipment and systems involved in wastewater treatment and associated processes.
- Perform plant control tests.
- Keep work records and prepare reports.
- Use a variety of hand, precision, and power tools.
- Drive a variety of mobile equipment such as forklifts, lifts, cranes, vacuum trucks and mudcats on paved and/or uneven terrain such as hills, slopes, rocky or wet ground.
- Read, interpret and utilize plant diagrams, manufacturer's specifications, operations manuals, piping schematics, etc.
- Lead one or two person teams and provide on the job training to others.
- Use computer equipment and related peripheral equipment to enter, maintain and extract information.
- Use communications equipment such as radios, phones, intercom and alarm systems.
- Understand and follow oral and written instructions.
- Work effectively in a team environment.
- Perform laboratory tests such as sludge volume index and chlorine residuals
- Provide first aid and CPR and pass the first aid and CPR portions of the Chlorine Sulfur-Dioxide Emergency Response Team training

- Read, write and speak English at a level necessary for satisfactory job performance.
- Work flexible work schedules, weekends, overtime and scheduled standby time as needed and during emergency work situations. The Wastewater Treatment Plant is a 24 hours a day, 365 days a year, operation. All employees in this class will be subject to working shifts, weekends, holidays, overtime and standby.

### **ATTITUDE**

Characterized by initiative, commitment to teamwork and quality performance, and a customer-service orientation; must interact in a positive manner with City employees and the public.

### **PHYSICAL REQUIREMENTS**

***NOTE: The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential duties of this classification. Reasonable accommodations may be made to enable an individual with qualified disabilities to perform the essential functions of this job, on a case-by-case basis.***

Work is performed in a wastewater plant and a typical outdoor environment. Ability to read small print, gauges, instruments and computer monitors; see distances sufficient to spot oncoming traffic, read signs and hazards; ability to detect unusual odors; sufficient mobility to stand, walk, bend, stoop, kneel, crouch, squat, push, pull, reach, rotate neck and/or upper extremity from neutral position while sitting or standing; dexterity to use small tools, to grasp with simple or firm grip, to perform fine manipulation with dominant/non-dominant hand or both hands; ability to lift and carry up to 50 pounds; and work in all weather conditions. Employee is required to wear personal protective equipment (PPE) appropriate for job assignments and must comply with respiratory protection program and Cal OSHA standards.

Approved by: Marissa Trejo 6/13/22  
Marissa Trejo, City Manager Date