

CITY OF ORTING

JOB DESCRIPTION

Job Title: Wastewater Operator in Training

Department: Public Works

Reports To: Wastewater Plant Supervisor

SUMMARY DESCRIPTION

This is a full-time, Fair Labor Standards Act non-exempt non-Civil Service position. A typical work week is Monday to Friday, 7:30 a.m. to 4:00 p.m. with periodic callouts on weekends and evenings based on operational needs and emergencies. This position is part of a bargaining unit represented by the American Federation of State County and Municipal Employees (AFSCME) Local 120.

Under immediate supervision, performs routine technical training activities in the operation and maintenance of the City's wastewater treatment plant; assists in performing adjustments and repairs to plant equipment; and collects and documents samples for laboratory testing.

This is the trainee level class in the Plant Operator series. Employees in this classification work under immediate supervision performing a group of repetitive or closely related duties according to established procedures. Under this class series, employees in the Plant Operator Trainee classification may progress to the "I" level once they have mastered the full range of duties performed by a Plant Operator and have obtained, within eighteen (18) months from date of hire, a Washington State Department of Health Wastewater I Operator Certification.

REPRESENTATIVE DUTIES

Duties may include, but are not limited to the following:

1. Participate in assigned treatment plant related infrastructure including, plant rounds including inspecting, monitoring, troubleshooting, performance testing and documenting plant processes by reading plant equipment gauges, dials, graphs, online analyzers, computer screens, meters, SCADA systems and other instrumentation.
2. Assist in operating and adjusting treatment plant pumps, motors, feeders and other equipment to maintain appropriate plant operations.
3. Maintain, compile and update daily logs and reports; perform and record mathematical calculations related to plant operational activities under supervision.
4. Assist in installing, maintaining, repairing, modifying, troubleshooting and servicing pump stations, plant operations machinery and equipment including pumps, valves, motors, meters, tanks, reservoirs, feeders, and online analyzers; change lubrications.

5. Collect and document liquid and solid samples; work closely with the laboratory on testing processes.
6. Perform general plant facility maintenance such as cleaning, painting and repairing plant facilities; perform various grounds maintenance duties.
7. Participate in a variety of special projects as assigned.
8. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Basic principles of biology, chemistry and mathematics.
- Occupational hazards and standard safety practices and procedures.

Ability to:

- Learn standard laboratory and plant operations procedures.
- Assist in the operation and maintenance of wastewater treatment plant equipment.
- Perform heavy manual labor.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work
- Ability to enter and exit manholes

Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training: Equivalent to the completion of the twelfth grade. Additional training in the natural sciences and/or treatment plant operations is desirable.

Experience: One (1) year prior utility experience preferred, Operator in Training preferred

License or Certificate:

- Possession of a valid Washington State driver's license
- A Confined Space Certificate within three (6) months of employment
- City's Defensive Driving Course within six (6) months of employment
- Valid Traffic Control Flagging Card within six (6) months of employment
- Valid First Aid/CPR Card within six (6) months of employment
- Asbestos Pipe Removal certificate within six (6) months of employment
- Pump & Motor Maintenance Class within six (6) months of employment

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Construction site environment; travel from site to site; work with and in water and around heavy construction equipment; work under ground and in confined spaces; work at heights on scaffolding and ladders; work on slippery and uneven surfaces; work around traffic; exposure to noise, dust, heat and inclement weather conditions.

Physical: Sufficient physical ability to lift and carry; thirty (30) pounds often, fifty (50) pounds occasionally and ninety (90) pounds rarely. Bending, stooping, kneeling, and crawling; walking and standing for prolonged periods of time; operating motorized equipment and vehicles. Must have the ability to perform heavy manual labor: shoveling, digging, lifting, pushing, pulling, and dragging. Work in confined spaces.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate equipment.

Hearing: Hear in the normal audio range with or without correction.

REASONABLE ACCOMODATIONS

Reasonable accommodations may be made in accordance with the Americans with Disabilities Act and the Fair Employment and Housing Act.

This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change. This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee.

The City of Orting provides equal employment opportunities to all employees and applicants for employment without regard to race, color, creed, religion, sex, sexual orientation, marital status, national origin, age, gender, disability, genetics, or status as a protected veteran.