CITY OF SANTA CRUZ
WASTEWATER PLANT OPERATOR I

Reports to:	**Senior Plant Operator or Wastewater Treatment Facility Operations Manager**
Supervises:	**Non-supervisory**
Bargaining Unit:	**Service**

BASIC FUNCTION

Under supervision, performs a variety of semi-skilled tasks in the routine operation, inspection and maintenance of the City's wastewater treatment plant and related facilities; performs related work as required.

DISTINGUISHING CHARACTERISTICS

Wastewater Plant Operator I is the intermediate training level class in the Plant Operator series, preparing incumbents for the full journey-level class of Plant Operator II. Incumbents in this class perform routine plant operation on an assigned shift. Incumbents are required to actively pursue the appropriate certification for advancement to the full journey-level Plant Operator II class and obtain such certification within two (2) years from date of appointment to Plant Operator I. (The training and journey-level classes of this series are alternately staffed, allowing advancement to the next level upon attainment of the appropriate certification).

TYPICAL DUTIES *(May include, but are not limited to those duties listed below.)*

- Monitors, reads, and calculates the flow of sewage through the plant by meters, gauges and usual inspection; operates pumps and valves to regulate flow and adjust chemical feeding according to established standards.
- Collects samples and makes routine chemical and physical tests monitoring for changing conditions and chemical feed requirements.
- Logs test results, meter and feed readings, flow rates, maintenance and other data; prepares daily and periodic reports on plant operations.
- Inspects pumps, motors, chemical feeders, level controls and other equipment to ensure proper operations; makes adjustments and emergency repairs as needed; works closely with maintenance and technical personnel to correct equipment problems.
- Performs routine plant cleaning and maintenance such as; cleaning lines; hosing filters and basins; painting structures, equipment and piping; performing routine carpentry and electrical work; and maintaining plant grounds and facilities.
- Loads, unloads and stores materials and supplies; including the storage and transfer of chlorine and other hazardous materials; mixes, dilutes and distributes chemicals used in plant processes.
- May answer phone calls from customers regarding service problems and questions; may serve as central communications, taking and relaying information to and from department personnel

on emergency needs and services.
- Participates in skills and safety training programs; learns and implements safety rules, regulations and emergency procedures.

WORKING CONDITIONS

Position requires sitting, standing, walking, reaching, twisting, turning, kneeling, bending, stooping, squatting, climbing, crouching, crawling, balancing, twisting body motions, grasping, reaching, pushing, pulling, working overhead, making repetitive hand movement, distinguishing by touch and working with finger dexterity in the performance of daily duties. The position also requires talking, hearing, plus near and far and color vision when inspecting work and operating assigned equipment. The ability to lift, carry, and push tools, equipment and supplies weighing up to 100 pounds is also required. The incumbent works indoors and outdoors in all weather conditions including wet; the working environment has constant noise. Work takes place on slippery uneven surfaces, around machinery with moving parts or stationery equipment, around moving objects or vehicles, on ladders or scaffolding, and below ground. The incumbent occasionally works in confined spaces. The incumbent may use chemicals, grease and oils which will expose the employee to fumes, dust, and risk of skin exposure; the work includes working with hands in water. The incumbent must be able to perform duties assigned while wearing respiratory protection equipment. The incumbent may be exposed to biohazards and/or electrical energy. The nature of the work may also require the incumbent to use power and noise producing tools and equipment and drive motorized vehicles.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

MINIMUM QUALIFICATIONS

Knowledge:

- Basic mechanical, electrical and hydraulic principles.
- Basic principles, practices, and regulations related to the treatment process including standard quality tests.
- Operation and maintenance of pumps, motors, valves, metering control systems and chemical feed equipment.
- Hand and power tools used in routine plant maintenance.
- Safety procedures pertaining to plant operations, including the techniques for handling and storing hazardous chemicals.
- Basic mathematical principles, including fractions, decimals, proportions, measurements, and simple algebraic formulas.

Skills:

- Operating, maintaining and adjusting treatment system equipment.
- Reading, interpreting and recording data accurately.

Abilities:

- Perform mathematical calculations accurately.
- Establish and maintain effective working relationships with others.
- Recognize unusual or dangerous operating conditions and make sound judgments within established guidelines.
- Learn more complex principles, practices, techniques and regulations pertaining to plant operations.

OTHER REQUIREMENTS

- Willingness to work rotating shifts including nights, weekends, holidays and overtime as assigned.
- Must be clean shaven at all times as required to wear respiratory protection equipment.

Physical Ability to:

- perform manual labor involving the frequent bending, pulling, pushing, lifting and carrying of weights up to about 100 lbs.
- perform the duties assigned while wearing respiratory protection equipment.

EDUCATION AND EXPERIENCE

Any combination of education and experience that provides the above knowledge, skills, and abilities combined with any required licenses is qualifying. A typical way to obtain the required qualifications is to possess the equivalent of the following:

- High school graduation or tested equivalent; and
- One (1) year of experience in a wastewater treatment plant plus the successful completion of one (1) college level course directly related to wastewater treatment.

LICENSES/CERTIFICATES

- Possession at time of hire and continued maintenance of a valid California driver's license and a safe driving record.
- Must possess at time of appointment and continue to maintain, a Grade I Wastewater Plant Operator's Certificate from the California State Water Resources Control Board.
- Must obtain a Grade II Wastewater Plant Operator's Certificate from the California State Water Resources Control Board within two (2) years from date of appointment as a Plant Operator I.

DESIRABLE QUALIFICATIONS

- Volunteer experience with the City of Santa Cruz agency

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Career Ladder

- WWTF Operations Manager
- Senior WW Plant Operator
- WW Plant Operator III
- WW Plant Operator II
- *WW Plant Operator I*
- WW Plant Operator in Training