JOB DESCRIPTION

Coachella Valley Water District

TITLE: Wastewater Reclamation Plant Operator II

DEPARTMENT: Operations

SECTION: Sanitation

SRN: 26

Date: July 2006

REPORTING RELATIONSHIP:

Reports to: Shift Supervisor or Sanitation Supervisor

Supervises the following positions: Not applicable

DEFINITION: Under general supervision, performs the more difficult operational and maintenance work at the District Wastewater Reclamation Plant, and performs repair work on facilities when required. May supervise a shift or have supervisory responsibilities for the reclamation plants in the absence of higher level operators. Performs related duties as required.

ESSENTIAL FUNCTIONS:

1. Monitors the operation of wastewater treatment plant pumps, motors and other equipment.

2. Reads, gauges, dials and other instruments that record plant operations.

3. Interprets operating data and makes the more complex operating adjustments.

4. Computes plant flows, utilizing a calculator and accurate samplings of influent, effluent and mixed liquor.

5. Calibrates meters and makes corrections.

6. May set up work schedules and supervise employees on assigned shift.

7. Insures proper inspections of plant operations are made and provides guidance in locating and correcting operational problems.

8. Inspects, cleans and maintains lift stations.

9. Locates malfunction in electrical control circuits, terminals and switches.

10. Collects various water and sewage samples, performs laboratory analysis and on-site analysis.

11. Checks operation of automatic pump controls.

APPROVED

Job Description

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ESSENTIAL FUNCTIONS (Cont.):

12. Directs and assists in changing chlorine cylinders and checking for chlorine leaks, exercising proper safety precautions.

13. Insures the preparation of records and reports.

14. Performs routine operational and maintenance tasks when required.

15. Trains Wastewater Reclamation Plant Operators.

MINIMUM QUALIFICATIONS:

License or Certificates: Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

AND

Possession of a Grade II Wastewater Treatment Plant Operator certification issued by the California State Water Resources Control Board, as issued through procedures established by the Board.

Failure to comply with certification requirements may influence employment or classification.

Education and Experience: High School Diploma or Equivalent is required. Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be to have two years experience in wastewater treatment plant operation with at least one year comparable to that of a Wastewater Reclamation Plant Operator I in the Coachella Valley Water District.

Knowledge of:
- Principles and practices of wastewater reclamation plant operations.
- Operating principles of valves, pumps and motors.
- Principles and methods of bacteriological and chemical sewage sample collection and analysis.
- Safe work practices.
- Principles of supervision and training.

Abilities:
- Train other employees.
- Perform more complex operations of wastewater treatment plant equipment.
- Read and interpret gauges and other recording devices reflecting wastewater reclamation plant operations and make difficult operational adjustments based on recorded data.
- Take wastewater and sludge samples and perform on-site laboratory tests.
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MINIMUM QUALIFICATIONS (Cont.):

Abilities (Cont.):  -Diagnose a variety of operating problems and make effective corrections.
                  -Maintain logs, records and charts.
                  -Understand and carryout oral and written instructions.
                  -Work cooperatively with others.
                  -Be available for standby and shift assignments.

PHYSICAL REQUIREMENTS:

1. Drives District vehicle to job sites, including over rough terrain. Driving: Light

2. Communicates effectively both in person and over a two-way radio.

3. Works in extreme weather conditions including heat and rain. May work in areas containing
dust, fumes, chemicals and vapors.

4. Work in confined spaces. Must be able to wear SCBA equipment.

5. Works rotating shift including nights, weekends, and holidays.

See Human Resources for physical assessment form.