

City of San José

WASTEWATER OPERATOR TRAINEE (3611)**CLASS PURPOSE**

Under immediate supervision, learns and performs work of routine difficulty as an operator-in-training at the San José/Santa Clara Regional Wastewater Facility. Performs related work as required.

TYPICAL DUTIES AND RESULTS (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

- In a learning capacity, participates in the operation and periodic maintenance of a variety of process equipment such as, valves, sluice gates, pumps, blowers, samplers, dissolved oxygen sensors, suspended solids, chlorine, ammonia and other wastewater analyzers, and related equipment.
- Works closely with higher-level plant operation personnel to learn the various aspects of the wastewater treatment process and the control operations for the various sections of the plant.
- Participates in lubrication of equipment and in minor mechanical maintenance on valves, gear drives and large chain-driven equipment.
- Learns to read and interpret gauges and other control instrumentation, recognize and diagnose alarms and other warning indications, and to follow corrective procedures to maintain a stable process control and meet NPDES and recycled water requirements.
- Learns basic operation of the DCU computer system to obtain the ability to locate trends, groups, single points and make process or control changes as needed.
- Learns and understands the correct procedures so that emergencies, malfunctions of equipment, procedures, CPR, First Aid, Material Safety Data Sheets, Self contained Breathing Apparatus, Confined space entry and Lockout tag-out procedures.
- Takes samples of wastewater throughout the treatment process to perform simple tests for process control.
- Washes down aeration, nitrification, sedimentation tanks, and similar facilities using fire hoses. Removes grease, grit and screened material from process area to reduce odor, insect and rodent problems and to improve other parts of the process.
- Removes, cleans, and remounts and checks the integrity of diffuser equipment in aeration tanks and channels.
- Keeps designated work areas clean, performing general housekeeping to include dusting, sweeping and hosing.
- Checks pipes in tunnel for leaks.

DISTINGUISHING CHARACTERISTICS

This is an entry level training class in the Wastewater Operation series and is supervised by a Wastewater Supervisor or may receive lead direction and training from a Wastewater Operator and/or Senior Wastewater Operator in the performance of work of routine difficulty as an operator-in-training at the San José/Santa Clara Regional Wastewater Facility. Incumbents in this class are regular City employees and are also participants in an established apprenticeship program approved by the State of California, Department of Industrial Relations, Division of apprenticeship Standards and administered by the City of San José Apprenticeship Advisory Committee. The program will provide experience and education needed to become a certified Wastewater Operator. This is the first or entry-level classification in the Wastewater Operator series.

This class differs from the next higher class, Wastewater Operator, in that an incumbent of the latter class performs work of moderate difficulty at the full working level, under general supervision.

QUALIFICATIONS

Minimum Knowledge, Skills and Abilities

- Knowledge of the use and purpose of common hand tools.
- Ability to follow oral and written instructions.
- Ability to perform heavy work.
- Ability to use common hand tools effectively.
- Ability to work effectively with others.

Competency Knowledge, Skills and Abilities

- Knowledge of procedures to be used for emergencies and malfunctions.
- Knowledge of the waste water treatment process.
- Knowledge of, and ability to operate pumps and other equipment in response to system demands.
- Ability to learn to perform a variety of plant operation duties.
- Ability to operate electric and hydraulic hoists and operate forklifts.
- Ability to read and interpret gauges and other control instrumentation.
- Ability to recognize and diagnose alarms and other warning indicators.
- Ability to utilize computer applications and systems as needed.
- Ability to obtain a California Water Resources Control Board Grade II Operator Certificate.

Education

Any combination of training and experience equivalent to completion of High School.

Experience

None.

Licenses/Certificates

Certificate of Registration as an Apprentice with the Division of Apprenticeship Standards, State of California at time of appointment. Possession of a valid driver's license authorizing the operation of a motor vehicle in the State of California. Possession of a valid California Water Resources Control Board Operator in Training Certificate at time of appointment.

Special Qualifications

Continuous membership in good standing in the apprenticeship program as administered pursuant to the provisions of the city of San José Apprentice Advisory Committee is a condition to continuing employment as an Apprentice with the City of San Jose.

Acceptable Substitutions

None.

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