

CITY OF SALINAS

WASTEWATER OPERATOR

BARGAINING UNIT/CLASS CODE:

SEIU / N05

DEFINITION

To operate and maintain a variety of equipment and machinery at the Industrial Waste Facility and perform other related duties in the Wastewater Division as assigned.

DISTINGUISHING CHARACTERISTICS

This is a specialized job class. The job class exercises responsibility for performing a wide variety of operations and maintenance tasks at the semi-skilled and skilled level. Positions in this class operate a variety of light to heavy equipment in the operation, construction and maintenance of an Industrial Waste Facility and other related duties in a Maintenance Services Department. Positions assigned to this class require the ability to work independently, exercising judgment and initiative.

SUPERVISION RECEIVED EXERCISED

Receives general supervision from the Wastewater Manager and/or other higher-level maintenance personnel. May exercise technical supervision over maintenance workers.

ESSENTIAL JOB FUNCTIONS OF THE POSITION Duties may include, but are not limited to the following:

Operate light to heavy construction equipment such as backhoe, roller, bulldozer, scraper, tractor, grader, grade all, and front-end loaders for a variety of construction and maintenance. Conduct regular inspections of all plant equipment and lift stations to assure proper operational efficiency. Lubricate pumps and other mechanical apparatus for proper operation. Adjust valves and controls as necessary to maintain proper flow and treatment of wastewater. Conduct periodic readings of motors and gauges and records data in the plant operating logs. Maintain detailed and accurate operation and maintenance records. Perform a variety of manual tasks involving the handling of equipment exposed to raw sewage including the cleaning and maintenance of clogged pumps, wet walls, sump basins, collection samples and others. Perform laboratory and field analyses as assigned. Perform a wide variety of preventive maintenance work and mechanical repair in connection with the repair and upkeep of the plant's facilities. May assist in directing the work of employees operating equipment on a training basis. Identify equipment needs for each assigned project. Perform minor repairs on equipment and report the need for major repairs. Perform additional construction and maintenance tasks as assigned when equipment is not in use. Promote and maintain safety in the work place. Perform related duties as assigned.

PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, use telephone, business machines and related equipment; vision sufficient to read fine printed materials on labels, Material Safety Data Sheets, manuals, maps, diagrams, to work with color-coded wires with no color deficiencies; hearing sufficient to conduct in person, radio and telephone conversations occasionally over the noise of operating equipment; speaking ability in an understandable voice with sufficient volume to be heard in a normal conversational distance, on the telephone and in addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop and reach overhead; physical mobility sufficient to move about uneven terrain of unlandscaped terrain; physical strength to lift from the floor up to 50 lbs and up to 80 pounds with assistance; physical stamina sufficient to sit or walk for prolonged periods of time; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

WORKING CONDITIONS

Working environment is shared between and office, and the out-of-doors. Work outdoors under adverse conditions in heat, wind, cold and rain. Occasional need to perform heavy manual labor for several hours in a given day

CITY OF SALINAS
WASTEWATER OPERATOR (continued)

bending, crouching, kneeling, pushing/pulling and reaching in all directions. Work in and around potentially hazardous substances, including pesticides, herbicides and motor fuel. Physical mobility sufficient to move frequently about a water treatment ant and its grounds, either by walking, driving a truck or while operating apparatus, and in an office work environment. Office environment work is subject to sitting at a desk or standing at a counter for long periods of time, bending, crouching, or kneeling at files, pushing/pulling of file drawers and supplies, reaching in all directions with some time spent working at a computer terminal. Drive a motor vehicle, and travel to attend classes, seminars and occasional out-of-town meetings during work and non-work hours.

QUALIFICATIONS

Knowledge of:

Wastewater treatment processes. Operation and maintenance requirements of a variety of light and heavy power-driven equipment. Basic laboratory principles and practices. Practices, methods, and materials used in construction and maintenance work. Traffic laws, ordinances, and rules involved in truck and heavy equipment operations. Safe work practices and procedures. Operating principles of valves, pumps and motors. Basic mathematical skills. Safe use of hand tools and power tools.

Ability to:

Perform semi-skilled and skilled wastewater operations and maintenance procedures. Operate a variety of heavy and light power-driven equipment, both gas and diesel. Read and interpret gauges and other recording devices. Perform the more complex operations and preventive maintenance of wastewater treatment operations and make difficult operational adjustments based on recorded data. Diagnose a variety of operating problems and make effective corrections. Maintain accurate logs, records, reports and charts. Perform wastewater laboratory analyses. Establish and maintain effective work relationships with those contacted in the performance of required duties. Attach auxiliary pieces of equipment to power-driven equipment. Perform a variety of semi-skilled and skilled construction and maintenance tasks. Perform maintenance on assigned equipment in an efficient and safe manner. Understand and carry out oral and written directions. Work independently and cooperatively in a crew situation, as assigned. Read blueprints, sketches, and construction drawings. Assist in the training of others in the safe operation of equipment. Train and direct the work of others.

Skills to:

Operate a variety of heavy and light power-driven equipment and vehicles. Perform servicing and minor repairs on equipment.

License or Certificate:

Possession of a valid California Class B Operator's License with appropriate endorsements. Possession of a valid Grade I Wastewater Treatment Plant Operator Certificate issued by the State Water Resources Control Board.

Education and Experience:

An example of the education and experience which most likely demonstrates the skills, knowledge and abilities required to perform the duties would be any combination equivalent to completion of high school/GED or a certified construction equipment operation training program; and two years of work experience relating to construction, repair, and maintenance of waste water collection or treatment systems including the operation of related maintenance equipment..

Reviewed _____
Department Director

Approved _____
Human Resources Officer

Approval Date _____