



WWTP UTILITY OPERATOR, LEAD

Department:	Public Works	FLSA Status:	Non-Exempt
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GENERAL PURPOSE: Under the general supervision of the WWTP Chief Plant Operator, works in a lead capacity under the direction of the Chief Plant Operator and provides assistance in coordinating the operations of the City's wastewater treatment facility; participates in operating and maintaining municipal wastewater treatment and storm water systems; cleans and repairs wastewater equipment; conducts laboratory testing; and performs other related duties as assigned.

TYPICAL DUTIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Coordinates and participates in the day-to-day operations of the City's Wastewater Treatment Plant including systems operation, preventative maintenance, equipment repair, and laboratory testing.
- Provides assistance in training and supervising the work activities of assigned personnel; assists in prepare and maintaining employee work schedules as required.
- Participates in conducting inspections of treatment facilities and systems; monitors for and identifies maintenance requirements.
- Assists in ensuring facilities, systems, and equipment are safely and properly maintained in accordance with applicable regulatory requirements.
- Leads and participates in the operation, maintenance, repair, and construction of the City's wastewater treatment and storm water systems.
- Cleans and maintains pump stations, digesters, clarifiers, mains, and manholes; repairs pumps and other equipment; maintains waster disposal ponds and lagoons.
- Operates and maintains various types of maintenance equipment/tools and testing devices.
- Collects samples and performs related laboratory testing work.
- Prepares and maintains a variety of wastewater treatment records and reports.
- Participates along with the other system operators in the on-call rotation for Collection System, Storm Water and Wastewater Treatment systems 24 hour on-call operations as needed.
- Acts on behalf of the WWTP Chief Plant Operator in his/her absence and performs related duties.

JOB DESCRIPTION
WWTP Utility Operator, Lead

MINIMUM QUALIFICATIONS:

Education and Experience:

High School Diploma or equivalent; AND three (3) years certified wastewater treatment experience at a State of California certified Wastewater facility while in possession of at least a California Grade I Wastewater Treatment Certification, including one year experience working in a lead capacity; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Driver's License.
- California Grade II Wastewater Treatment Plant Operator Certification is required.
- Commercial Drivers License and required endorsements within the first six (6) months of employment.

Required Knowledge of:

- Wastewater Division operations, policies, and procedures.
- Principles and practices of wastewater treatment.
- Municipal wastewater treatment facilities, systems, and equipment.
- Regulations governing municipal wastewater treatment operations.
- Occupational hazards and safety practices relative to wastewater treatment.
- Wastewater treatment records, reports, and documentation.

Required Skill in:

- Providing assistance in coordinating the daily activities of the City's Wastewater Treatment Plant.
- Assisting in ensuring the City's wastewater and storm water systems are properly maintained.
- Participating in the operation, maintenance, repair, and construction of treatment systems and equipment.
- Safely operating and maintaining departmental equipment and tools.
- Providing assistance in training and supervising the activities of subordinate personnel.
- Establishing and maintaining cooperative working relationships with other staff, City departments, outside agencies, and the general public.

Physical Demands / Work Environment:

- Work is performed in and around wastewater treatment facilities and in the field.
- Subject to sitting, standing, walking, bending, reaching, climbing ladders, operating equipment, and lifting of objects up to 50 pounds.
- Exposure to variable weather conditions, vehicle traffic, working at heights, confined spaces, noise from equipment operation, hazardous chemicals, and infectious diseases is involved.