

**CITY OF DINUBA  
JOB DESCRIPTION**

**WASTEWATER TREATMENT  
PLANT OPERATOR TRAINEE  
CLASSIFIED**

**DEFINITION:** Under close supervision, to receive training and assist in the operation and maintenance of a variety of mechanical and electrical equipment and devices utilized in the treatment of sewage and the drying of sludge; to receive training in the control of processes through adjustments to equipment and corrections to chemical balance; and to perform related work as required.

**CLASS CHARACTERISTICS**

Positions in this class perform work which is at the level of an apprentice worker and which is performed in accordance with established instructions. Incumbents receive thorough instructions when tasks are initially assigned and after training are expected to perform some duties without constant supervision. Work is reviewed periodically upon completion and while in progress. Incumbents are expected to refer variations in work to the Senior Wastewater Treatment Plant Operator for instructions.

**EXAMPLES OF DUTIES**

Receives training and assists in making routine inspections of water reclamation plant and equipment and in reading and recording meters and gauges; receives training and assists in regulating and adjusting equipment, including positive displacement and centrifugal pumps, blowers, valves, motors and sludge drying equipment to conform to process requirements; receives training and assists in the routine and scheduled maintenance of water reclamation equipment, such as pumps, gate valves, sluice gates, compressors and bar screens; receives training and assists in performing other scheduled preventive maintenance, including lubricating and cleaning of mechanical and electrical devices and equipment; cleans and degreases lift station pumps; cleans motors, bar screens, filters and other equipment as directed; performs general cleanup functions; mows lawns; sweeps and mops floors; discs fields; adheres to safety, cleanliness and fire prevention rules and standards; operates plant vehicles as required; and performs related work as required.

**EMPLOYMENT GUIDELINES:**

**Knowledge of:**

- Basic concepts and practices of wastewater treatment plant operation;
- Basic tools used in a wastewater treatment plant;
- Basic principles, practices and methods of basic laboratory testing methods and procedures;
- General maintenance and repair work;
- Simple biology or bacteriology;
- Basic math;
- Recordkeeping;
- English usage, spelling and grammar;
- Appropriate safety precautions and procedures.

**Ability to:**

- Basic wastewater testing;
- Distinguish color differences;
- Make adjustments to valve settings;
- Work in confined spaces;

Ability to: (con't)

- Operate large, cumbersome valves;
- Work in an environment of waste water;
- Use simple hand tools;
- Read, understand and apply simple materials;
- Maintain accurate records;
- Make simple arithmetic calculations.
- Operate a vehicle observing legal and defensive driving practices;
- Understand and carry out oral and written instructions in English;
- Establish and maintain effective relationships with those contacted in the course of work.

Education/Experience/Training: Any combination of education, experience and training which demonstrates an ability to perform the duties of the position. A typical entrance is completion of the twelfth grade or equivalent and with emphasis on mechanical skills, course work and/or training in wastewater treatment is desirable. Ability to earn a Grade I Wastewater Treatment Plant Operator Certificate issued by the California State Water Resource Control Board within two years of employment.

or

Entry-level experience performing work in a Water Reclamation Plant or sewer system;

or

Experience at or equivalent to the level of Utility Worker I in the City of Dinuba, wherein the incumbent has acquired the knowledges and abilities listed above.

Licenses/Certificates: Possession of a valid and appropriate Class B California Commercial Driver's License within one year from date of hire.

**PHYSICAL DEMANDS/WORKING CONDITIONS**

The employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms; frequently stand, talk, or hear; occasionally walk, sit, climb or balance, stoop, kneel, crouch, crawl and smell; frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

The employee may be on-call during hours and days other than those normally worked and must comply with the provisions of the Wastewater Standby/On-Call Policy; works in all conditions including wet, hot and cold; occasionally works near moving mechanical parts and wastewater, and exposed to wet and/or humid conditions and vibration; occasionally works in high, precarious places and exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually loud in field settings. The nature of the work also requires the incumbent to climb ladders and work in confined space.

**The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.**