

CITY OF DALY CITY
JOB SPECIFICATION

APPROVED BY
PERSONNEL BOARD: 02/08/2007
CITY COUNCIL: 02/26/2007
RES. NO.: 07-35

WATER/WASTEWATER OPERATOR I/II

DEFINITION

Under general supervision, operates and maintains equipment and facilities of the water and wastewater system on an assigned shift, and performs other duties as assigned.

EXAMPLES OF DUTIES

Monitor the operation of the water system in accordance with federal and state regulations determining judicial regulation of water flow from wells and other supply sources, reservoirs and pumping stations, using electronic and mechanical instrumentation controls; perform hydrant tests, distribution system shutdowns, service restorations and flushing.

Monitor the operation of the wastewater treatment plant, in accordance with federal and state regulations by controlling flow and processing of wastewater biosolids and effluent.

Typical duties for both the water and wastewater system include:

Monitor gauges, dials, meters and control panels and other recording instruments, interpreting results to determine processing requirements, and record data and maintain routine and daily records and shift logs; lubricate, clean, and adjust equipment; identify problems and prepare detailed work orders; respond to customer's requests for service; collect samples and perform basic laboratory analyses and interpret results; perform general plant maintenance work such as sweeping, cleaning, sanding, and painting and general grounds maintenance work; assist in the training of other operators, make operating decisions in the absence of supervisory personnel; may have to work on various shifts and/or under adverse conditions.

MINIMUM QUALIFICATIONS

Knowledge of: The operation and routine maintenance of mechanical equipment, including pumps and electrical motors; control procedures for water system and wastewater treatment processes; basic water utility construction and maintenance practices; tools, equipment and methods used in the overhaul, repair, adjustment and modification of stationary power equipment, and of the pumping, piping, and electrical

JOB SPECIFICATION
WATER/WASTEWATER OPERATOR I/II (PAGE 2)

systems used in water and wastewater facilities; water and wastewater treatment processes and the laboratory tests used to check the effectiveness of such processes; principles of safety and accident prevention.

Ability to: Work safely and effectively on various shifts; follow oral and written directions; perform heavy manual labor; safely operate equipment used in water and wastewater treatment facilities; collect samples and perform standard laboratory tests of potable water, wastewater, receiving waters and biosolids and interpret such tests; read and interpret gauges and recording devices and keep adequate records; perform mathematical computations involved in the operation of water and wastewater facilities; use CRTs and PCs; adjust processes as indicated by conditions; work independently; interact positively and cooperate with co-workers, respond politely to customers, work as a team member, function under demanding time pressure, respond in a positive manner to supervision, and attend work and perform duties on a regular and consistent basis.

Education: Graduation from high school or equivalent.

Physical requirements: Moderate, and sometimes strenuous exertion required, including sustained walking, standing, bending, kneeling, climbing, lifting and carrying. May have to work on ladders, in tunnels and confined spaces, hazardous atmospheres and in protective garments. May work in adverse conditions which require exposure to inclement weather, noise, noxious odors, gases, or contact with water and/or wastewater.

Experience: **Water/Wastewater Operator I** -- One year experience performing the functions of a wastewater treatment operator as defined by the State of California Water Resources Control Board. An additional six months of operation or maintenance experience in a domestic water supply agency.

Water/Wastewater Operator II -- Two years experience performing the functions of a wastewater treatment operator as defined by the State of California Water Resources Control Board. An additional six months of operation or maintenance experience in a domestic water supply agency.

License: **Water/Wastewater Operator I** -- Possession of a State Water Resources Control Board Grade 1 Operator's Certificate, certificates issued by the State of California Department of Health Services for Water Treatment Operator, Grade 2, and Water Distribution Operator, Grade 1, and a valid Class C California Driver's License (including acceptable driving record).

Water/Wastewater Operator II -- Possession of: a State Water Resources Control Board Grade 2 Operator's Certificate; certificates issued by the State of California Department of Health Services for Water Treatment Operator, Grade 2, and Water

JOB SPECIFICATION
WATER/WASTEWATER OPERATOR I/II (PAGE 3)

Distribution Operator, Grade 1, and a valid Class C California Driver's License (including acceptable driving record).

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