

WASTEWATER TREATMENT PLANT OPERATOR **GRADE 1**

DISTINGUISHING FEATURES OF THE CLASS: This routine, but important work, involves assisting in the operation of a wastewater treatment plant, with duties limited by the New York State Sanitary Code for an Operator Grade I at a plant this size. The work is carried out in accordance with procedures established to promote the efficient operation and maintenance of a Wastewater Treatment Plant with a point score of 76 or greater. Work is performed under the general supervision of a higher-level Wastewater Treatment Plant Operator. Supervision is exercised over subordinate employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

Starts and stops pumps, motors, air compressors, and related machinery and equipment;
Makes minor repairs to machinery and equipment;
Records readings from meters and gauges;
Takes samples of sewage for testing;
Takes necessary tests for control of plant operation;
Keeps a log of plant operations and related records;
Performs custodial duties in connection with maintenance of buildings and grounds.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL

CHARACTERISTICS: Good knowledge of the practices used and the equipment required in the operation and maintenance of a Wastewater Treatment Plant; working knowledge of the principals and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; skill in the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to read, understand and record data from gauges, scales, and meters; ability to learn to work with computer interfaces and programs including Windows based Excel and Word; Ability to work as a team member; ability to make routine laboratory and field tests for control of plant operation; ability to understand and carry out oral and written instructions, mechanical aptitude and manual dexterity; willingness to work out of doors under adverse weather conditions; ability to operate a personal computer and utilize common office software programs including word processing, spreadsheet, and database at an acceptable rate of accuracy and speed; physical condition commensurate with the demands of the position. Must maintain minimum of a NYS DEC Grade 1 license throughout appointment.

MINIMUM QUALIFICATIONS:

1. Graduation from High School or a High School Equivalency Diploma: and
2. Completion of an appropriate course of instruction approved by the New York State Department of Environmental Conservation; and Not less than six months of satisfactory experience in the actual operation of a wastewater treatment plant with a point score of 31 or greater, and facilities of the appropriate type; and

3. The ability to conduct routine laboratory and field tests required for the control of the operation of a wastewater treatment plant with such facilities.

The *operating experience* discussed under these options is required in addition to the *approved operating experience*.

SPECIAL REQUIRMENTS: (1) Wastewater treatment plant with a point score 31 or greater. The candidate must possess a Grade 1 certification issued under the provisions of the New York State Department of Environmental Conservation. Must maintain the certificate during the entire length of appointment.

(2) Possession of a New York State Driver's License is required at time of appointment and must maintain the license during the entire length of the appointment.

Definitions:

Operating Experience:

Is defined as work experience at a wastewater treatment plant with a SPDES permit. A minimum of fifty (50) percent of the work experience must include hands-on operation of all unit processes at the WWTP.

Approved Operation Experience:

Is defined as work experience at a wastewater plant with a SPDES permit having the same or higher point score for which certification is being sought. A minimum of fifty (50) percent of the experience must include hands-on operation of all unit process at the WWTP.

Adopted: 10/28/10 (Competitive)

Revised: 12/18/13 (Competitive)