

WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: This is a trainee position in which incumbents complete the training and experience requirements to obtain a wastewater treatment plan operating certificate issued by the New York State Department of Environmental Conservation (DEC). Incumbents perform and assist in a variety of plant operation observe demonstrations, complete study and reading assignments, participate in required DEC training courses and otherwise learn the techniques and procedures for operating and maintaining a waste water treatment plant. Work assignments increase in level of complexity and responsibility as experience and competency are gained. The work is performed under the direct supervision of a qualified operator. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Incumbents are instructed in and assist in the performance of the following activities: operation, adjustment, maintenance and inspection of pumps, valves, screens and related mechanical equipment; Takes samples and performs required tests for control of plant operations; Records readings from meters and gauges; Treats wastewater as required; Prepares records and reports of plant operations, inventories and requisitions supplies, chemicals and equipment; Cleans channels, screens, tanks and other equipment; Performs custodial duties in connection with the maintenance of buildings and grounds.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of the principles of chemistry and general science as they relate to the operation of a wastewater treatment plant; Good powers of observation; Mechanical aptitude; Ability to learn principles and procedures relating to operation and maintenance of a wastewater treatment plant; Ability to develop skill in the operation and maintenance of pumps, valves, and related mechanical equipment; Ability to get along well with others; Ability to understand and follow oral and written instructions; Industry and dependability; tact and courtesy; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a New York State high school equivalency diploma.

Adopted 6/20/83

Revised 2/22/99