

4130
4131 (NC)

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT

8/3/2009
Revised

CLASSIFICATION SPECIFICATION

TITLE: SENIOR WASTEWATER PLANT OPERATOR
SENIOR WASTEWATER PLANT OPERATOR (Non-Classified)*

DEFINITION

Under general supervision, to perform skilled and supervisory work in the operation of all equipment and processes in a wastewater treatment plant during an assigned shift; and to do related work as required. *Positions designated as Non-Classified are exempt from the classified service. The Incumbent shall be appointed "at-will" and serve at the pleasure of the City Manager.

REPORTS TO: Wastewater Operations Manager

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Wastewater Operations Manager. Exercises general supervision over operations staff as assigned.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Supervise and participate in the operation of wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; monitor gauges, meters and control panels; observe variations in operating conditions, interpreting meter and gauge readings and test results to determine processing requirement.
- Supervise and participate in the operation of valves and gates; start and stop pumps, engines and electric motors to control and adjust flow and treatment processes; operate and maintain boilers and incinerators; perform routine maintenance work.
- Supervise and participate in the collection of samples and perform routine laboratory tests and analyses.
- Oversee the maintenance of shift logs and the recording of meter and gauge readings.
- Calculate loadings, flow rates, set pumping rates and make process adjustments as required.
- Supervise and train subordinate operators.
- Respond to emergencies on an on-call basis 24 hours per day, seven days per week.
- Schedule overtime when necessary.
- Read and interpret plant piping and distribution plans; assist in locating and troubleshooting plant malfunctions.
- Recommend and initiate improved work methods and procedures.
- Assist in the training of existing and new employees in the operations section.
- Write technical reports and instructions for the operation of process equipment and systems.
- Wear a self-contained breathing apparatus as required.

- Research and investigate information for development of process parameters and standard operating procedures.
- Oversee the control, monitoring and operation of wastewater processes and equipment utilizing a Supervisory Control and Data Acquisition system (SCADA).
- Assist in Supervisory Control and Data Acquisition (SCADA) system development and upgrades.

QUALIFICATIONS

Knowledge of:

- Principles and practices necessary in the operation of a sewage treatment plant including the operation and maintenance of wastewater plant machinery.
- Wastewater plant operating procedures and policies.
- Safe work practices, respiratory protection, confined space entry and emergency response.
- Principles and practices of supervision and training.

Ability to:

- Understand and carry out oral and written instructions.
- Prepare simple reports.
- Collect samples and perform laboratory tests.
- Use tools necessary in making general repairs and adjustments to motors, pumps, and other equipment.
- Read meters and gauges correctly and act quickly and competently in emergencies.
- Perform all plant operations without direct supervision.
- Wear a self-contained breathing apparatus.
- Supervise and train subordinate operators.
- Work overtime as required.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

A bachelor's degree with a major related to wastewater treatment and which includes a minimum of 30 units of basic science courses; **AND** two years of experience performing the functions of a wastewater treatment plant operator;

OR

An Associate degree or completion of 60 semester units at a college or university, either of which includes 15 semester units of basic science courses; **AND** four years of experience performing the functions of a wastewater treatment plant operator;

OR

Graduation from high school or equivalent **AND** six years of experience performing the functions of a wastewater treatment plant operator;

OR

Four years of experience performing the functions of a wastewater treatment plant operator while certified as a Grade III operator.

Supervisory experience is desirable.

MEDICAL CATEGORY: Group 2

NECESSARY SPECIAL REQUIREMENT*

Possession of an active Grade III Wastewater Operations Certificate issued by the State of California.

Possession of, or ability to obtain during the probationary period, an appropriate, valid Class "B" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Senior Wastewater Plant Operator

TO: Wastewater Operations Supervisor