

CLASS SPECIFICATION
CHIEF WASTEWATER PLANT OPERATOR

JOB PURPOSE

Under direction, provide day-to-day supervision as working leader at the wastewater treatment plant; to monitor and adjust equipment, perform laboratory tests, maintain treatment plant and pumping station facilities; and to do related work as required. This is the leader level certificated class in the wastewater operations series.

EXAMPLES OF DUTIES

Essential Duties:

- ~ Plans and schedules work of wastewater treatment operators;
- ~ Assists operators when necessary;
- ~ Assigns special projects to operators as needed;
- ~ Assists in evaluating performance of operators;
- ~ Runs plant sludge de-watering equipment when scheduled;
- ~ Monitors the operation of wastewater treatment plant process, including mechanical equipment such as pumps, motors, and other equipment;
- ~ Checks secondary treatment tanks, sewage pumps, and related equipment;
- ~ Adjusts controls on wastewater treatment plant equipment and machinery such as valves, motors, pumps, chlorinators, filters, chemical feeders, and clarifiers to insure efficient operation of plant equipment;
- ~ Establishes and leads a preventative maintenance program for the wastewater treatment plant, lift stations and distribution lines;
- ~ Assists in training personnel in the proper operation and maintenance of the plant;
- ~ Makes recommendations on the types and kinds of equipment needed for wastewater maintenance and repair;
- ~ Recommends plant changes in operating procedures, proper sludge handling, maintenance and safety procedures;
- ~ Regulates pressures and flow of wastewater;
- ~ Reads gauges, dials and other instruments and records data;
- ~ Oils, greases, and cleans equipment;
- ~ Cleans, adjusts, and repacks valves and pumps;
- ~ Collects samples and performs laboratory tests such as dissolved oxygen, suspended solids, biochemical oxygen demands, specific conductants, and other related tests;
- ~ Makes necessary calculations to obtain and record accurate test results;
- ~ Mixes reagents;
- ~ Operates an autoclave for sterilizing broth mediums;
- ~ Inspects and makes mechanical repairs to plant and pumping station equipment;
- ~ Keeps records of plant operations and laboratory tests;

Chief Wastewater Plant Operator

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Marginal Duties:

- ~ Serves as lab technician when necessary and acts for the Plant Management in his absence.
- ~ Performs plant maintenance work such as sweeping, cleaning, sanding, and painting;
- ~ As backup and demonstration, may perform any of the duties normally assigned to Wastewater Operators;
- ~ Performs related work as required.

EMPLOYMENT STANDARDS

Education, Experience and Licenses: Any combination equivalent to completion of high school and the qualifying course for certification; considerable experience as a wastewater operator and some experience supervising others; possession of an operator's Grade III certificate issued by the State Water Resources Control Board and a valid California motor vehicle operator's Class C license.

Ability to: Understand and follow oral and written instructions; plan and organize work for self and others; lift heavy articles, take wastewater and sludge samples and perform laboratory tests; operate, repair and maintain mechanical and electrical equipment; read and record gauges and other instruments; keep accurate records and prepare reports; maintain effective working relationships with subordinates and other employees; communicate in a courteous manner with the public; work independently exercising good judgment and initiative; be available for 24-hour on-call duty when assigned; and retain other operators.

Knowledge of: Basic principles of activated sludge process, tertiary treatment, compressed air, fuel gas, water, chlorine, and electrical systems; practices concerning the operation of pumps, motors, gauges, and related mechanical equipment; principles and methods of bacteriological and chemical wastewater analysis; design applications, operation control and calculations involved in primary treatment and extended aeration activated sludge process; tools, dial indicators, electrical measuring devices, vacuum and pressure gauges used in wastewater treatment plant operation, common construction and maintenance hand tools, equipment and materials; basic mechanical and mathematical principles; proper procedures for working safely.

CITY COUNCIL APPROVAL: September 21, 1988