WATER TREATMENT PLANT OPERATOR I

DEFINITION

This position, under general supervision, is responsible for assisting in the operation and maintenance of facilities for the processing, treatment, storage, and distribution of potable water; including work involved in reading, recording readings, replacing and doing maintenance on water meters; installation and repair of service connections and related facilities; other work as required.

SUPERVISION RECEIVED AND EXERCISED

Supervision is provided by the Water Treatment Plant Operator III, with general administrative direction provided by the Director of Public Works or his/her designee.

EXAMPLES OF DUTIES

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

Performs routine operations and maintenance tasks;

Assists with the maintenance of pumping machinery, engines, motors and pumps;

Cleans and replaces filters; lubricates pumps and motors; assists in overhaul of pumps, meters, and controls;

Maintains records of chlorine and turbidity;

Under guidance, adds chlorine and other chemicals to system;

Inspects water meters; installs and repairs meters, valves and water hydrants;

Performs repair work on meter breaks;

Completes turn-offs on delinquent accounts;

Replaces meter boxes;

Assists in recording all required readings, logs and records;

Reads and records meter readings;

Assists in monitoring reservoir operation and maintenance;

Maintains dual media filter operations;

Uses a variety of hand tools and power tools, such as pipe cutter;

Responds to emergencies when off duty and performs emergency repairs;

Follows all applicable safety rules and regulations;

Provides support on public works crew and may supervise a crew as assigned;

Serves on call twenty four hours a day to respond to emergencies at the water plant or in connection with the water system.

QUALIFICATIONS

Knowledge of:

Operation and maintenance of pumps, motors and controls of water treatment plant; methods, tools and materials used in the installation of water meters and related facilities; requirements for the accurate reading and recording of logs; repair of water meters.

Ability to:

Follow oral and written instructions; establish and maintain relationships with others and deal effectively with the public.

Experience and Education

Experience:

None required.

Education:

Equivalent to a high school diploma, with specialized training in water treatment as provided by the State of California Department of Health Services.

LICENSE AND CERTIFICATES

Possession of a valid Class III California driver's license.

Possession of a Grade I Water Treatment Plant Certificate issued by the State of California Department of Health Services.

Approved by the City Council:

January 12, 1998
Date