GENERAL PURPOSE

Under general supervision, performs a variety of skilled duties in the operation and maintenance of the District's water treatment facilities; performs repairs and adjustments to plant equipment; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Potable Water Treatment Operator II is the journey level class in this series in which incumbents perform the routine to moderately difficult tasks and duties involved in the operation and upkeep of plant equipment and facilities. Incumbents are expected to perform assigned activities without detailed instructions as to procedures to be followed.

Potable Water Treatment Operator II is further distinguished from the Potable Water Treatment Operator III in that the latter serves as an advanced journey-level class in the series. Incumbents typically follow prescribed and standardized procedures and refer unusual problems or questions to a supervisor or higher level operator. Employees may work without close supervision on a variety of regular, on-going tasks and assignments.

Employees in this classification are subject to on-call, which may include rotating-duty schedule, weekends and 24-hour emergency call out with little or no notice. Any employee designated to serve on-call who repeatedly refuses to serve on-call, or report for emergencies, shall be subject to disciplinary action up to and including discharge.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Participates in the operation and maintenance of water treatment and related equipment; calibrates and repairs instruments; inspects pumps for proper operation; services pumps and pumping equipment.

Reads meters, gauges and charts; regulates water flows in accordance with established procedures; maintains operating logs and records.

FLSA DETERMINATION: Non-exempt.
Checks equipment for excessive noise, heat, vibration and leaks; adjusts and calibrates feed machinery for a variety of chemicals to keep treatment at prescribed standards.

Monitors water quality; performs operational adjustments to the treatment system to ensure compliance with quality and regulatory requirements.

Receives chemical shipments, participates in the unloading process and records into inventory; inspects shipments received for standards compliance.

Inspects plant equipment including pumps, valves, electric motors, switch gear, compressors, blowers, chemical mixers, engines, and generators.

Makes daily visits to all operating feed wells to collect metering data and ensure proper operation of oil dippers; clears well fails and performs minor troubleshooting duties as needed; samples and monitors well production.

Responds in person to inquiries and investigates and resolves customer complaints.

Follows established regulations, guidelines, policies and procedures in the handling and transporting of hazardous materials; operates District vehicle to travel to various facilities.

Reports malfunctioning equipment and calls for maintenance assistance in the event of serious breakdowns.

Works on a personal computer; uses software to create and maintain a variety of records and reports.

Performs related duties as assigned.

**DESIRED MINIMUM QUALIFICATIONS**

  **Knowledge of:**

**FLSA DETERMINATION:** Non-exempt.
Principles of water treatment plant operations; basic tools and equipment used in the operation and maintenance of motors, engines, pumps, and other water treatment plant equipment; chemical storage and dosing; proper water quality sampling techniques for physical and micro-biological sampling; instrumentation calibration; mathematical principles related to the computation of flows and volumes in water treatment, production and distribution systems; state laws and regulations environmental regulations and workplace safety related to water quality control; methods and techniques preventive maintenance.

Ability to:

Operate a variety of treatment plant equipment; perform inspections of treatment plant equipment; monitor and adjust plant processes; learn to collect a variety of samples and conduct appropriate tests; apply pertinent Federal, State, and local laws, codes, and regulations; maintain and update accurate records; create, utilize and interpret spreadsheets; establish and maintain effective working relationships with those contacted in the course of work; follow and apply written and oral work instructions; communicate effectively, orally and in writing; make sound independent judgments within established guidelines.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D. equivalent; and one year of experience operating and maintaining pumps and valves similar to those used in a large water treatment and distribution system, supplemented by training in water treatment operations; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:

A valid California driver’s license and the ability to maintain insurability under the District’s Vehicle Insurance Policy.


PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential FLSA DETERMINATION: Non-exempt.
Physical Demands

While performing the duties of this class, an employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear; walk; sit; climb or balance; stoop, kneel, crouch or crawl.

The employee must frequently lift and/or move up to 50 pounds; and occasionally may lift and/or move up to 4000-pound containers with mechanical assistance. Specific vision abilities required for this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Mental Demands

While performing the duties of this class, an employee is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or new skills; interact with District staff, other organizations and customers who may be upset or dissatisfied.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee frequently works outside in a wide range of weather conditions, near moving mechanical parts, and on slippery and uneven surfaces. Employees may, at times, be required to wear appropriate personal protective equipment including respiratory protection while performing work in environments that could have the potential to contain wet or humid conditions, vapors or particulates, hazardous chemicals, and the risk of electric shock. The noise level in the work environment is frequently loud.

FLSA DETERMINATION: Non-exempt.