



CLASS SPECIFICATION

Class Code: 60019508
Date Established: 07/2024
Last Reviewed:
Last Revised:
Last Title Change:
FLSA: non-exempt
Probation: 12 months

WASTEWATER PLANT OPERATOR I

DEFINITION

Under direct supervision, performs routine preventative maintenance on a complete range of plant equipment for the continuous operation of Washoe County wastewater treatment plants; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

One year of experience in plant operations, plant manufacturing or industrial equipment, mechanical maintenance or a closely related field AND an associate degree from an accredited college or university in environmental science, chemistry, water resource management, environmental engineering technology, or a closely related field; OR an equivalent combination of education and experience.

Graduation from high school or possession of a General Education Development (G.E.D.) Certificate, per NAC 445A.287.

LICENSE OR CERTIFICATE

A valid Class "C" State of Nevada Driver's License must be obtained within thirty days of appointment and must be maintained for continued employment in this classification.

A Nevada Operator-in-Training Wastewater Operator certificate must be obtained within six months of appointment and must be maintained for continued employment in this classification.

A Nevada Grade I Wastewater Plant Operator's Certificate must be obtained within one year of appointment and must be maintained for continued employment in this classification.

A forklift certification must be obtained within six months of appointment and must be maintained for continued employment in this classification.

Employees in this class are subject to drug and alcohol testing in accordance with applicable Washoe County policies.

DISTINGUISHING CHARACTERISTICS

This is the entry level position in the Wastewater Plant Operator class series, which provides for progression to the next level in the series upon meeting the requirements of the class and recommendation of the appointing authority. It is distinguished from the Wastewater Plant Operator II, which is journey level and expected to perform increasingly complex duties with greater independence. It is distinguished from the Wastewater Plant Operator III which performs the full scope of the most complex wastewater processes and provides lead direction to assigned work crews.

SUPERVISION EXERCISED

Exercises no supervision.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Operate a complete range of wastewater treatment plant equipment and perform basic troubleshooting on equipment as needed.

Receive training to conduct routine flow regulation through treatment processes using standard operating procedures; learn to use flow controllers, mechanical means or manual means to regulate the flow of wastewater through multiple treatment processes; operates valves, pumps and other equipment as necessary; assist in maintenance of flow rates to ensure maximum efficiency of equipment and processes.

Collect samples of influent and effluent progress water at predetermined times; conduct and interpret process control tests and update supervisor as necessary.

Receive training to inspect treatment plant facilities and equipment and recognize unusual, inefficient, or dangerous operating conditions; report any inadequacies or operating difficulties and take corrective action as needed; start and stop equipment as required for repairs rehabilitation work and preventative maintenance.

Interpret and understand basic distribution diagrams and plant piping; read gauges, meters, charts and instruments.

Complete routine maintenance on wastewater treatment plant and associated facilities, equipment, buildings and grounds; service and operate equipment, clean, paint, and perform other housekeeping tasks as assigned.

Assist with the maintenance of stock levels, supplies and requisition materials; schedule equipment repairs and work orders.

Receive training to recognize and report unusual, inefficient, or dangerous operating conditions; fix and/or report safety hazards as necessary; receive supplies and unload chemicals received in a safe manner and ensure proper storage; and attend safety meetings as required.

Control, monitor and operate electronic systems and equipment; maintain and operate chemical feed and co-generation equipment to ensure compliance with established standards.

Operate, maintain and monitor mechanical, chemical, biological and hydraulic operations at treatment plants and associated wastewater facilities.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance Level *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Department/division policies, practices, and procedures.

Principles and practices of wastewater treatment, operations, sampling and standard process control tests.

Washoe County wastewater treatment plant operations.

Treatment plant discharge permitting.

Computer software specific to the area of assignment.

Ability to:

Safely drive or operate motor vehicles, portable pumping equipment and forklifts and all other specialized equipment as needed.

Adhere to all safety policies and practices at the treatment plants, including but not limited to confined space entry, lockout/tagout procedures; maintain awareness and compliance with Arc-flash protocols, blood borne pathogen protocols, and respiratory protection.

Exercise sound judgment within general policy guidelines.

Interpret specific chemical and biological analyses.

Analyze methods and procedures.

Entry Level *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

Knowledge of:

Basic mathematical calculations.

Occupational hazards and standard safety practices.

Safeguards and methods in handling and storing hazardous chemicals and basic preventative maintenance and basic shop techniques and procedures.

Hydraulic, mechanical and electrical principles related to a wastewater treatment system.

Ability to:

Use common hand and power tools for the treatment of wastewater plant operations.

Prepare clear, concise and accurate records, and oral and written reports.

Perform process control monitoring.

Organize workload to complete assigned projects efficiently.

Communicate clearly and concisely, both verbally and in writing.

Understand and follow oral and written instructions.

Establish and maintain cooperative and effective relationships with those contacted during work.

SPECIAL REQUIREMENTS *(Essential duties require the following physical skills and work environment.)*

Ability to sit for extended periods. Ability to frequently stand, walk, stoop, squat and kneel. Ability to lift and move objects weighing up to 95 lbs. Ability and willingness to wear and use protective devices (e.g. gloves, masks, goggles, etc.). Manual dexterity to use hand tools and required equipment. Ability to work under conditions involving exposure to noise, dust, grease, infectious disease, and chemicals. Ability to work extensively outdoors with exposure to varying temperature and weather conditions. Ability to wear and work in self-contained breathing apparatus. Ability to work in confining spaces (e.g., manholes).

Ability to work in a biological, industrial, and chemical, environment that could include any chemicals used in the wastewater treatment process. Duties require sufficient hearing, vision and manual dexterity to perform assigned duties and ample strength and stamina to climb ladders and stairways, stand and walk for extended periods of time and to maneuver hoses and other tools and equipment.

Must be available for call back, hold over, nights, weekends and holiday shifts as required. May be required to work during emergency circumstances or inclement weather conditions.

This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.