



CLASS SPECIFICATION

Class Code: 15425
Date Est: 7/2005
Last Rev: 12//2007
Last Title Chg:
FLSA: Non-Exempt

WATER TREATMENT PLANT OPERATOR

DEFINITION

Under supervision, operates, services, and maintains Washoe County's water treatment facilities and water distribution systems while insuring compliance with applicable water treatment and waste handling regulations.

EXPERIENCE AND TRAINING REQUIREMENTS

Nevada Treatment-3 (T-3) and Distribution-2 (D-2) certification at time of application.

LICENSE OR CERTIFICATE

A valid driver's license.

Water Treatment Operator-4 (T-4) must be achieved within one year (three test cycles) after meeting the minimum requirements set forth in NAC 445A.633 for continued employment.

Nevada State Water Treatment Operator Certification 3 (T-3) or eligibility for reciprocity by the State of Nevada, Division of Environmental Protection at time of application

Nevada State Water Distribution Certification 2 (D-2) or eligibility for reciprocity by the State of Nevada, Division of Environmental Protection at time of application

SUPERVISION EXERCISED

May exercise direct supervision.

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

Operate, service and maintain components of a water treatment facility and a water distribution system including filtration, chemical feed, and waste handling systems, while maintaining compliance with federal and state regulations.

Perform control tests to determine if water treatment systems are operating correctly and efficiently.

Handle various water treatment chemicals such as coagulants, acids, bases, and disinfectants while utilizing proper safety precautions.

Operate, service and maintain water production facilities and distribution systems including wells, pumps, motors, and other equipment.

Collect operational parameters for water treatment processes, various water samples for laboratory tests, and coordinate laboratory testing.

Prepare reports of equipment usage, time, and materials.

Coordinate and receive delivery of water treatment equipment and consumables; prepare reports of equipment usage, time, and materials.

Maintain production buildings and grounds, including but not limited to, weed control and snow removal.

Supervision of staff including hiring, performance hiring, assigning and reviewing work, addressing performance issues, administering discipline and training.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

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

Knowledge of:

Department/Division policies and procedures.

Specific County, State, and Federal ordinances and statutes pertaining to water treatment and distribution system operations.

OSHA/NIOSH approved safety requirements.

Computer software specific to the department.

Supervision practices and procedures in accordance with Washoe County policies and procedures.

Ability to:

Identify events and parameters that are essential in maintaining treatment equipment and performance.

Inspect, troubleshoot, operate, and maintain all process areas of a water treatment plant and water distribution system.

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

Knowledge of:

The principles and procedures involved with water treatment, water distribution, water reclamation, and all related processes.

Treatment systems, basic chemistry, regulations, and safety.

Basic mathematical principles.

Electrical systems and pumps.

Principles and practices of supervision and training.

Ability to:

Perform mathematical computations quickly and accurately.

Perform control tests, and make adjustments to chemicals and flow.

Complete and maintain accurate records.

Operate a personal computer.

Evaluate work priorities, procedures, and processes to determine their effectiveness and efficiency.

Interpret and apply regulations, policies, and procedures.

Communicate effectively, both orally and in writing.

Maintain effective working relationships with division staff, representatives of other departments, and others contacted in the course of work.

SPECIAL REQUIREMENTS

Essential duties require the following physical skills and work environment.

Ability to frequently stand, walk, stoop, squat, and kneel. Must be willing to work on-call as needed. Ability to lift and move objects weighing up to 75 pounds. Ability to work outdoors with exposure to varying temperature and weather conditions. Ability to use office equipment including computers, copiers, telephone, and FAX machine.

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

Approved WERCCS Job Evaluation Committee

Date 12/20/05