



## **OPERATOR-IN-TRAINING JOB DESCRIPTION**

CREATED: April 2009  
REVISED: February 2014

**FLSA STATUS:** Non-Exempt

### **JOB SUMMARY:**

Under direct supervision, performs and assists in the performance of a variety of skilled tasks related to the operation and maintenance of the treatment facilities, in a safe and workmanship-like manner.

### **ESSENTIAL FUNCTIONS:**

Duties include and are not limited to the following:

- Operation of designated plant equipment such as pumps, valves electrical motors, filters, clarifiers, and generators.
- Operation of the plant treatment processes.
- Read meters and gauges, record data, complete reports & operating records and report operating problems to supervisors.
- Perform a variety of manual tasks requiring the handling of equipment exposed to sewage, collect sewage samples and other samples as scheduled or as required.
- Assist in performing and performing routine tests and chemical analysis of collected samples.
- Repair sewage treatment equipment
- Perform lubrication, cleaning, painting and routine maintenance/repair of equipment and plant buildings.
- Repair and inspects manholes and sewer lines.
- Operate the Gravity Thickening Belt and Belt Press
- Operate trucks, loaders, snow removal equipment, shovels, hoses, painting equipment, lab equipment including D.O. meters, pH meters, samplers, ovens, incubators, scales, as well as a variety of other light or medium duty equipment and various hand tools.
- Adjust and repair valves and gates as necessary.
- Work overtime and call back duty when required.
- Use self-contained breathing apparatus.
- Adhere to and enforce stated safety policies and standard operating procedures.
- Performs related duties as required.



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## **MINIMUM QUALIFICATIONS FOR EMPLOYMENT:**

### Education and Experience:

- High School diploma or equivalent.
- Must possess the ability to obtain a State of Nevada Grade I Wastewater Treatment certification within 12 months of hire.
- Must possess a valid Nevada or California driver's license
- Must be able to obtain a Nevada CDL within 18 months of date of hire.

### Ability to:

- Work under direct supervision.
- Solve problems logically.
- Perform standard laboratory and plant operation procedures.
- Communicate clearly and concisely, both orally and in writing
- Establish and maintain effective working relationships with those contacted in the course of work.

*Continued employment is contingent on the above requirements.*

## **PHYSICAL AND MENTAL REQUIREMENTS:**

### Requirements include but are not limited to the following:

- Ability to be mobile and drive a vehicle
- Extensive hand and full body coordination and the ability to lift and carry heavy (up to 75 lbs.) objects from floor to waist level.
- Sufficient mobility to work in a typical field setting and use related equipment necessary for the job or tasks as necessary.
- Ability to frequently climb stairs and ladders.
- Senses of sight, hearing, smell, taste and touch.
- Must be able to hear, understand and communicate in English.

## **WORKING CONDITIONS:**

### Working conditions include but are not limited to the following:

- Working above and below ground; heights, in excess of 20 feet, depths below ground in excess of 20 feet.
- Exposure to extreme weather conditions including freezing temperatures, snow, ice.
- Exposure to dust, odors, methane gas, chemicals which may include but not limited to acids, polymers, chlorine, sodium hydroxide, lime and fumes.
- Confined space entry.



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**SPECIAL CONDITIONS:**

- **If offered employment, applicant will be required to submit to a background investigation. Failure to pass background investigation will result in removal from the position.**
- Employees must be willing to work overtime, shift work, weekends, flexible hours and holidays when required. Employees may be required to be on call, may work under hazardous working conditions and in inclement weather.
- Employees in this position will have a one year probationary period.

I have read and understand this explanation and job description.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

