

WATER TREATMENT PLANT OPERATOR TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: Incumbents perform varied duties related to water treatment in the Department of Environmental Facilities, while participating in a continuous in-service training program. Trainees receive on-the-job training while performing limited duties of an operational nature under close supervision. Trainee appointments are for a period of one year during which time employees would be required to satisfactorily complete the training and experience requirements of the New York State Sanitary Code for an operator's certificate appropriate to their assigned treatment plant. Incumbents receiving satisfactory evaluations will be advanced to the title of Water Treatment Plant Operator without further examination. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Performs study and reading assignments, observes demonstrations and otherwise learns the techniques of the operation and maintenance of a water treatment plant;

Learns and assists in the operation of pumps, motors and related machinery;

Learns and assists in the performance of maintenance work and repairs mechanical units associated with a type IIB Water Treatment Plant such as pumps, tanks, analyzers, meters, monitors, pipes, hydrants, etc.;

Learns and assists in the recording of readings of meters, gauges, and scales;

Learns and assists in taking water samples (raw and finished);

Learns and assists with the conduct of tests to monitor water quality including color, hardness, turbidity, coliform densities, etc., as per the code;

Learns and assists in taking lab tests of water quality parameters for shift surveillance;

Learns and assists in the regulation and adjustment of chlorinators and other chemical feed equipment;

Learns and assists with the backwash of filters as required;

Performs increasingly responsible duties as assigned in the operation and maintenance of a water treatment plant;

Practices safety awareness at all times;

Performs custodial duties in connection with maintenance of buildings and grounds;

May use computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Ability to learn the methods used in the operation and maintenance of water treatment facilities; ability to repair, operate and maintain appurtenant equipment; ability to read, understand and carry out oral and written directions; ability to read, understand and record data from gauges, scales, and meters; ability to keep records and give simple reports; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential functions of the position; mechanical aptitude; alertness; dependability; ability to get along well with others; good judgment; resourcefulness; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a high school or equivalency diploma and four years of work experience where the primary function was in the operation, maintenance or repair of mechanical equipment such as heating and ventilation systems or in any of the trades such as plumbing, electricity, pipe/steam fitting, masonry, carpentry.

SUBSTITUTION: Apprenticeship training or training gained by the satisfactory completion of technical courses in mechanical equipment or in any of the trades at a school, institute or branch of the armed services may be substituted on a year for year basis for up to one year of the required experience.

SPECIAL REQUIREMENTS: (1) Must possess a valid driver's license to operate a motor vehicle in New York State. (2) Upon completion of the one-year traineeship period, the incumbent must possess certification by the New York State Department of Environmental Conservation as a Grade IIB Water Treatment Plant Operator and must maintain appropriate certification during course of employment. (3) Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.