

DEPARTMENT: MUNICIPALITIES INCLUDING NORTH TONAWANDA
CLASSIFICATION: COMPETITIVE
APPROVED: FEBRUARY 13, 2015

WASTEWATER TREATMENT PLANT OPERATOR/TRAINEE (MUNICIPALITIES)

This is a trainee position in the competitive class for which candidates are selected on the basis of general intelligence, basic knowledge of elementary chemistry and general science and mechanical aptitude. The term of traineeship is limited to six (6) years, during which time employees will be required to satisfactorily complete the training and experience requirements of the State Department of Environmental Conservation (DEC) to obtain a Grade 3 or 3-A certificate. If the employee fails to obtain a Grade 3 or 3-A certificate within this six (6) year traineeship, his/her employment will be discontinued. Trainees who receive their Grade 3 or 3-A certificate automatically will be promoted to the Wastewater Treatment Plant Operator title without further examination and will not be required to complete the full six-year traineeship.

DISTINGUISHING FEATURES OF THE CLASS: Undergoes on-the-job training to become qualified as an operator of a wastewater treatment plant, assists in the operation and maintenance of a wastewater treatment plant. This is a trainee position involving responsibility for learning the duties and routines in the operation and maintenance of wastewater treatment plant. The work is performed under immediate supervision of a qualified operator. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Performs study and ready assignments, observes demonstrations and otherwise learns the techniques of operation and maintenance of a wastewater treatment plant;
2. Learns and assists in the operation and adjustment of pumps, valves, screens, and related mechanical equipment;
3. Learns and assists in the inspection, maintenance and repair of pumps, valves, screens and related mechanical equipment;
4. Learns and assists in the making of tests to determine chlorine residual;
5. Cleans channels, screens tanks and other equipment;
6. Learns and assists in the preparation and maintenance of activity records and reports;
7. Performs increasingly responsible duties as assigned in the operation and maintenance of a wastewater treatment plant;

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Familiarity with elementary principles of chemistry and general science; good general intelligence; good observation; mechanic aptitude; ability to learn principles and procedures relating to operation and maintenance of a wastewater treatment plant; ability to develop skill in the operation and maintenance of pumps, valves and related mechanical equipment; ability to get along with others; ability to understand and follow oral and written instructions; industry and dependability; tact and courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma.

NOTE: For appointments in the Town of Newfane, candidates must have graduated from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate of Applied Science Degree (A.A.S.) **OR** an Associates of Arts Degree (AA) with thirty (30) credit hours of math or science. The length of traineeship is reduced to three (3) years.