

City of Derby

Water Pollution Control Authority

Job title	<i>Operator in Training</i>
Reports to	<i>Chief Operator and/or Shift Operator of WPCA May also work under supervision of Operator II, Operator III or Plant Mechanic</i>
Job Type	<i>Full time, Regular</i>
Location	<i>Derby, CT</i>
Department	<i>Water Pollution Control Authority</i>

Job purpose

Receives on-the-job training to perform tasks as outlined in the specifications for the class of Water Pollution Control Class I Operator. Assist the Chief Operator and/or the Shift Operator in the operation, maintenance and administration of the plant. Operates and monitors instrumentation, electric motors, pumps, valves, and all other processes of the treatment plant. Performs lab work and records data. Performs repair and maintenance work on equipment, systems, and WPCA buildings and grounds.

This is a full time (40 hours per week) position. Some evening and weekend work may be required.

Essential duties and responsibilities

The duties and responsibilities listed below are intended to provide a representative list of the various types of work that may be performed. Specifications are not intended to reflect all duties performed within the job class, and incumbents may expect to perform other related similar duties.

- Follows oral or written instructions from the Chief Operator or the Shift Operator, to carry out established procedures in the maintenance and repair of the treatment facility, pump stations, and collection system.
- Operates pumps and equipment to treat wastewater.
- Follows established procedure in daily inspection and maintenance of plant equipment and pumping stations.
- Performs weekend duties and may respond to emergency call outs, plant alarms, and collection system blockages when necessary.
- Monitors gauges, meters, equipment, control panels, and other monitoring devices.
- Reports malfunctions and/or equipment breakdowns to supervisors.
- Extracts samples and performs standard tests.
- Observes variations in operating conditions and initiates adjustments to achieve operating efficiency.

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- Performs scheduled preventive maintenance and makes repairs on WPCA and pump station equipment.
- Documents preventive and corrective maintenance performed. Maintains equipment monitoring sheets and operating logs accurately and punctually.
- Operates collection system cleaning equipment and transports materials to pump stations.
- Inspects pipeline extension and service lateral installation for compliance with the Town's specifications and ordinances.
- Follows standard safety procedures and regulations.
- Operates Belt Filter Press, and related equipment to perform sludge processing.
- Operates necessary valves and equipment to load sludge trucks.
- Performs repair work on vehicles.
- Performs custodial housekeeping duties of equipment and buildings (painting, etc.).
- Assists in the removal, replacement, or overhaul of equipment.
- Performs computer data entry and general office duties.
- Performs other related duties as assigned.

Qualifications

- High School diploma (or GED). Valid CT driver's license (CDL, class B). Ability to attain and maintain certifications and obtain additional licenses according to State of Connecticut Department of Energy and Environmental Protection guidelines. Courses from the Office of Water Programs at California State University, Sacramento highly preferred.

Knowledge, Abilities and Skills

- Ability to diagnose equipment problems and perform minor repairs.
- Ability to read and interpret meters, gauges, and accurately record results.
- Ability to read and follow instructions, rules and procedures, and work safely.
- Ability to acquire a basic knowledge of the operation, maintenance and repairs associated with wastewater treatment.
- Sufficient stamina and health to perform strenuous physical labor for extended periods of time.
- Ability to perform basic mathematical computations.
- Ability to interpret plan specifications and a variety of instructions furnished in written, oral, diagrammatic or schedule form.
- Ability to recognize the need for vehicle repairs and maintenance.
- Ability to work effectively with staff, superiors and the general public.
- Ability to communicate effectively, both orally and in writing.
- Ability to work on emergency call-out basis as needed (including nights, weekends and holidays).
- Skills in: Word, Excel, database programs and various software applications

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Physical requirements

- Ability to work in a setting subject to continuous interruptions and background noises.
- Ability to climb ladders, scaffolds, etc.
- Ability to work in confined spaces.
- Occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions.
- Ability to work in poor weather conditions, including heat, cold, rain, snow.
- Ability to operate equipment requiring eye and hand coordination and mechanical aptitude.
- Sufficient stamina and good health to perform strenuous physical labor.
- Ability to access and reach difficult places and varied terrain for inspection purposes.
- Ability to move throughout buildings and sites without assistance.
- Ability to get into and out of motor vehicles without assistance.
- Must be able to lift and carry supplies and equipment which may exceed 70 pounds on a regular basis.
- Ability to work independently with required supervision.
- While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms.
- Ability to sit, climb or balance, stoop, kneel, crouch or crawl, smell, lift and carry up to 70 pounds on a regular basis.

Conditions of Employment

The ability to obtain a State of Connecticut D.E.E.P. Class I Operators License within two (2) years of date of hire as per CT State regulations.

The ability to obtain a New England Interstate Water Pollution Control Commission Class I Collections Certificate.

Must pass drug test and criminal background check. Will be subject to pre-employment drug and alcohol testing.

This position is subject to a 90-day probationary period as well as two-year conditional period in which employee must be in 100% compliance with all Conditions of Employment.
