

SAN BERNARDINO MUNICIPAL WATER DEPARTMENT CLASSIFICATION SPECIFICATION

TITLE: WATER TREATMENT OPERATOR I

DATE: 07/01/2021

JOB CODE: 21749

FLSA STATUS: NON-EXEMPT

UNIT REPRESENTATION: GENERAL

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DUTIES SUMMARY

Under the general direction of the Water Treatment Lead Worker and/or the Water Treatment Supervisor, to inspect, monitor and operate water production and treatment equipment necessary to maintain a safe and adequate water supply throughout the distribution system.

DISTINGUISHING CHARACTERISTICS

The class of Water Treatment Operator I is the entry and working level position in the Water Treatment Operator series. Supervision is received from a Water Treatment Lead Worker and/or the Water Treatment Supervisor.

EXAMPLES OF DUTIES

The following duties are typical essential duties for positions in this classification. Any single position may not perform all of these duties and/or may perform similar related duties not listed here:

- Provide courteous and expeditious customer service to the general public and City and Department staff;
- Routinely adhere to and maintain a positive attitude toward City and Department goals;
- Inspect, monitor, make adjustments, and control various water production and treatment equipment;
- Collect water level and production information either by computer Supervisory Control and Data Acquisition (SCADA) or on site;
- Drive a Department truck in the course of daily duties; maintain and clean plants, reservoirs and pumping facilities to State Health Standards;
- Assist in maintaining the grounds; assist others in the maintenance of production and treatment equipment;
- Replace chlorine cylinders as needed; adjust chlorinators to maintain a proper residual;

- Operate water treatment equipment;
- Check motors and pumps for vibration and bearing noise; operate hand and portable power tools when necessary;
- Check oil levels in turbines; read and record water flow, water levels, power consumption, pressures, and other information;
- Ensure proper ventilation and work in confined spaces;
- Required to wear respiratory protective equipment to include Self Contained Breathing Apparatus (SCBA);
- Act in accordance with regulations of the Occupational Safety and Health Administration;
- Perform related work as required.

QUALIFICATIONS

Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:

Knowledge of:

- Mathematics applicable to Water Treatment Operator I;
- Basic equipment, materials, and terminology used in the operation and maintenance of the pumps, motors, generators, pressure and regulating devices;
- Methods of water distribution and treatment;
- Methods of chlorination, water purification and testing.

Ability to:

- Maintain a driving record which meets Vehicle Code Standards and is acceptable to the Department and its insurance carrier.
- Maintain simple records;
- Exercise judgment in determining necessary water production levels;
- Make adjustments to equipment in response to water demand and supply;
- Make adjustments to water treatment equipment to meet preset standards;
- Read and write at a level sufficient for job success;
- Safely operate a vehicle observing legal and defensive driving practices in transporting hazardous materials;
- Understand and carry out oral and written instructions;
- Routinely enter subsurface water works structures to operate and maintain water production equipment;

- Routinely climb ladders and stairs;
- Be physically capable of entering permit required confined spaces and wearing Self Contained Breathing Apparatus (SCBA) equipment;
- Operate an atmospheric tester for entry into confined spaces;
- Wear personal protective equipment to include SCBA and personal escape respirator;
- Work "in the field" in varying environmental and weather conditions;
- Establish and maintain effective relationships with those contacted in the course of work;
- Adhere strictly to appropriate safety precautions and procedures;
- See in the normal visual range with or without correction;
- Hear in the normal audio range with or without correction;
- Lift up to 75 pounds in normal duties;
- Work under moderate or high stress conditions;
- Maintain a driving record that meets vehicle code Standards and is acceptable to the Department and its Insurance carrier.

MINIMUM QUALIFICATIONS

Education: Graduation from high school or GED equivalent,
And

Certificates: Must have and maintain a California State Water Resources Control Board (SWRCB) Water Treatment Operator Grade 1 certificate. Must submit a copy of the required SWRCB Water Treatment Operator Grade 1 certification at the time of application.
And

Possession of a valid California Class "C" driver's license required upon application. Possession of a valid California Class "C" commercial driver's license valid for the operation of both manual and automatic transmission vehicles/equipment with a hazardous materials endorsement and a valid Medical Examiner's Certificate appropriate for the equipment to be operated is required six (6) months after appointment. Note: For out-of-state applicants, a valid driver's license is required and a valid California Class "C" driver's license must be obtained within ten days of appointment (CA Vehicle Code 12505c), a valid California Class "C" commercial driver's license valid for the operation of both manual and automatic transmission vehicles/equipment with a hazardous materials endorsement and a valid Medical Examiner's Certificate appropriate for the equipment to be operated is required six (6) months after appointment.

NECESSARY SPECIAL REQUIREMENTS

Must be clean shaven or trimmed facial hair in order to properly use personal respirators and SCBA equipment. Must pass a respirator medical exam and be physically able to wear SCBA equipment. Must be able to work in enclosed spaces while wearing protective clothing under extreme temperatures and hazardous environment.

PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS

There is frequent need to stand, sit, stoop, walk, and perform other similar actions during the course of the workday. Employee accommodations for physical or mental disabilities will be considered on a case-by-case basis.

Must be able to see in the normal visual range with or without correction with vision sufficient to read small print, computer screens and other printed documents. Must be able to hear in the normal audio range with or without correction. Employee accommodations for physical or mental disabilities will be considered on a case-by-case basis.

CAREER LADDER

From: Water Treatment Operator I

To: Water Treatment Operator II

Job Description:

BOWC Approved (title chg from Water Prod/Treatment Op I):

Rev Approved:

10/20/1998

12/4/2001

5/7/2002

6/4/2002

11/21/2006

6/22/2021

Testing Standards: App Review/Supp App Review