

SAN BERNARDINO MUNICIPAL WATER DEPARTMENT CLASSIFICATION SPECIFICATION

TITLE: WATER UTILITY WATER TREATMENT OPERATOR II

DATE: 01/09/07

FLSA STATUS: Non-Exempt

JOB CODE: 21786

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 supervision of a Water Utility Water Treatment Supervisor and Water Treatment Operations Leadperson, to inspect, monitor and operate complex 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 II is the journey level position in the Water Treatment Operator series. Supervision is received from a Water Treatment Supervisor and Water Treatment Operations Leadperson.

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:

- Provides courteous and expeditious customer service to the general public and City Department staff;
- Routinely adheres to and maintains a positive attitude towards City and department goals;
- Inspects, monitors, makes adjustments and controls the more complex water production and treatment equipment;
- Collects water levels and production information by monitoring the flow at various points in the system either by computer Supervisory Control and Data Acquisition (SCADA) or on site;
- Drives a Department truck in the course of daily duties; inspects, maintains and cleans plants, reservoirs and pumping facilities to State Health Standards;
- Assists in maintaining the grounds;
- Assists others in the maintenance of production and treatment equipment;
- Delivers and replaces chlorine cylinders as needed; adjusts chlorinators as needed;
- Installs hypo-chlorinators at well sites;

- Inspects water for residual chemicals and adjust dosages;
- Checks motors and pumps for vibration and bearing noise;
- Operates hand and portable power tools when necessary;
- Checks oil levels in turbines;
- Reads and records, pressures, water table readings, and other information;
- Ensures proper ventilation when working in enclosed spaces;
- Required to wear respiratory protective equipment to include Self Contained Breathing Apparatus (SCBA);
- Acts in accordance with regulations of the Occupational Safety and Health Administration; and performs 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;
- Equipment, materials and terminology used in the operation and maintenance of pumps, motors, generators, pressure regulating devices;
- Computer operating systems and SCADA Systems;
- Control of exit flow and pressures through electrical frequency and wave modulation equipment;
- Theory and principles of electrically driven pumps, their output relative to their type and electrical power consumption;
- Methods of water distribution and treatment;
- Methods of chlorination, water purification and testing;
- Water production and pressure maintenance;
- Appropriate safety precautions and procedures.

Ability to:

- Maintain detailed records;
- Exercise judgment in determining necessary water production levels;
- Determine effect of weather on water levels and distribution rates;
- Make adjustments to equipment in response to water demand and supply;

- Operate SCADA Systems;
- Make adjustments to complex water purification equipment;
- Read and write at a level sufficient for job success;
- Prepare written reports;
- Operate a vehicle observing legal and defensive driving, practices in transporting hazardous materials;
- Understand and carry out oral and written instructions;
- 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 protective respiratory equipment to include SCBA and personal escape respirator;
- Adhere to and comply with safety standards and the proper use of safety equipment;
- Routinely enter subsurface water works structures to operate and maintain water production equipment;
- Routinely climb ladders and stairs;
- Work in a variety of environmental conditions;
- Establish and maintain effective relationships with those contacted in the course of work.
- See in the normal vision 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.
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MINIMUM QUALIFICATIONS

Education: Graduation from high school or GED equivalent,

And

Experience: One year of experience in water treatment and water production.

And

Certificates: Must have and maintain a State of California Department of Health Services (DHS) Water Treatment Operator Grade 1 certificate. Must submit a copy of the required DHS Water Treatment Operator Grade 1 certification at the time of application.

Possession of a valid California Class "C" driver's license required upon application. Possession of a valid California Class "C" commercial driver's license with a hazardous materials endorsement and a valid Medical Examiner's Certificate appropriate for the equipment to be operated is required six 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), and a valid California Class "C" commercial driver's license with a hazardous materials endorsement and a valid Medical Examiner's Certificate appropriate for the equipment to be operated is required six 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 II

To: Water Treatment Operations Leadperson

Job Description:

CSB Approved: 01/09/07

Testing Standards:

Open/City Promo 09/26/06