

**CITY OF THOMSON, GEORGIA
CLASS SPECIFICATION**

CLASS TITLE:	WASTEWATER TREATMENT PLANT OPERATOR TRAINEE	DEPT. CODE:
DEPARTMENT:	WASTEWATER	DATE LAST REVISED: 11/17/17
REPORTS TO:	WASTEWATER DIRECTOR	

JOB SUMMARY:

This position assists in the maintenance and repair of wastewater treatment plant equipment and machinery to ensure resulting effluent meets federal, state, and local guidelines for purity and safety.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

- Cleans clarifiers, chlorine chambers, storage tanks, and all plant equipment; lubricates equipment as needed.
- Runs sludge press and conducts bio-solids operations.
- Performs visual, auditory, and tactile inspections of pumps, motors, and bearings; performs minor maintenance on equipment; changes chlorine cylinders as needed.
- Collects wastewater samples; detects the amount of substance present; prepares log sheets; collects soil samples.
- Inspects operation of equipment; checks for leakage, vibration, and overheating.
- Calibrates various meters, sterilizers, scales, furnaces, and ovens; assures equipment is in good working condition.
- Assists operator in preventative and corrective maintenance tasks; follows appropriate safety guidelines.
- Performs building and land care maintenance duties.
- Performs other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of the principles, practices, and methods of wastewater treatment.
- Knowledge of the application of chemical principles to wastewater treatment plant operations.
- Knowledge of the tests and safety precautions involved in wastewater treatment.
- Knowledge of mathematical principles related to proper test calibrations.
- Knowledge of plant electricity, mechanics, pumps, and motors.
- Skill in the safe and effective operation of wastewater treatment plant.
- Ability to read and interpret complicated and important test information and technical materials.

SUPERVISORY CONTROLS: The Wastewater Director provides continuing or individual assignments by indicating generally what is to be done, limitations, quality and quantity expected, deadlines, and priority of assignments. The employee uses initiative in carrying out recurring assignments independently without specific instruction, but refers out deviations, problems, and unfamiliar situations not covered by instructions to the supervisor for decision or help. The supervisor provides additional, specific instructions for new, difficult, or unusual assignments, including suggested work methods or advice on source material available.

SCOPE AND EFFECT: The purpose of this position is to assist the Wastewater Treatment Plant Operator in the preventative and corrective maintenance and repair of wastewater equipment and machinery and to receive on the job training to become an efficient and effective wastewater operator. The work consists of technical functions.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: While performing the essential functions of this job, the employee is regularly required to walk outdoors, climb ladders, perform excavations, climb stairs, and drive vehicles. The employee must have the physical strength and ability to sufficiently perform heavy manual labor for extended periods of time in various environments, frequently exerting force sufficient to lift, move, or maneuver 100 pounds, including frequent bending, walking, stooping, and heavy lifting. The employee must hear sufficiently to recognize changes in sounds made by machinery, equipment, or motors. The employee must see colors, shapes, and outlines of objects both near and at a distance, with depth perception required. The employee is regularly exposed to weather conditions, especially cold and hot temperatures, humidity, rain, and sun. The employee is also exposed to airborne irritants, fumes, dust,

gases, noxious odors, vibrations, electrical shock, and moving mechanical parts. The incumbent's working conditions are typically very loud. The work requires the use of safety devices such as masks, goggles, and gloves. The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress requiring a range of safety and other precautions.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.

MINIMUM QUALIFICATIONS REQUIRED:

- Ability to read, write, and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.

file: Wastewater Treatment Plant Operator Trainee

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.