

Jurisdictional Class: Competitive
EEO Category: Service/Maintenance
Revised: 10/01/2019

JUNIOR WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: This is a trainee position, which involves responsibility for learning the duties, responsibilities and routines involved in the operation and maintenance of a wastewater treatment plant. An appointee undergoes on-the-job training to become qualified as a first level operator. The duties involve assisting in the operation and maintenance of a wastewater treatment plant by aiding a certified operator and/or maintenance personnel. The work is performed under immediate supervision of a Wastewater Treatment Plant Operator, who functions as shift leader. Supervision over the work of others is not a responsibility of employees in this class. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Performs study and reading assignments, observes demonstrations, and otherwise learns the techniques of operation and maintenance of a wastewater treatment plant;

Learns and assists in the operation and adjustment of pumps, valves, motors, screens, and related mechanical equipment;

Learns and assists in the inspection, maintenance and repair of pumps, motors, valves, screens and related mechanical equipment;

Learns and assists in the taking of samples and making tests for control of plant operation;

Cleans channels, screens, tanks and other equipment using hand and power tools and equipment;

Learns and assists in the preparation and maintenance of activity records and preparation of reports concerning plant operation;

Performs increasingly responsible duties as assigned in the operation and maintenance of a wastewater treatment plant;

Operates a light motor vehicle in performance of duties.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of elementary principals of mathematics, chemistry and general science; working knowledge of hand tools and their use; ability to learn principals and procedures relating to operation and maintenance of a wastewater treatment plant; ability to observe safety practices; ability to understand and interpret written material; ability to develop skill in the operation and minor maintenance of pumps, valves and related mechanical equipment; ability to get along well with others; ability to read scales and gauges; ability to understand and follow oral and written instructions; mechanical aptitude; good hand and eye coordination.

MINIMUM QUALIFICATION: Graduation from high school or possession of a high school equivalency diploma.

SPECIAL REQUIREMENT: Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.

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NOTE: Employees are required to satisfactorily complete training during their one (1) year trainee appointment periods. Upon satisfactory completion of training, incumbents will be advanced to the title of Junior Wastewater Treatment Plant Operator.

Title change from "Sewage Treatment Plant Operator Trainee": 09/27/1995

Adopted: 05/23/1990

Revised: 09/27/1995, 10/10/1995; 01/11/2018; 10/01/2019