

Department: Village of Keeseville
Classification: Non-Competitive
Grade: _____

SPEC DISK G5
DOCUMENT 30

WATER AND WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

This is a trainee position in the non-competitive class for which candidates are selected on the basis of general intelligence, basic knowledge of elementary chemistry and general science and mechanical aptitude. Term of appointment is limited to one year, during which time employees should be required to satisfactorily complete the training and experience requirements of the New York State Sanitary Code for certificates appropriate to the plant.

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for learning the duties and routines in the operation and maintenance of a water and wastewater treatment plant. The work is performed under immediate supervision of a qualified operator. The incumbent undergoes on-the-job training to become qualified as an operator of a water and wastewater treatment plant. Assists in the operation and maintenance of a water and wastewater treatment plant. The incumbent does 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 water and wastewater treatment plant;
Learns and assists in the operation and adjustment of pumps, valves, screens and related mechanical equipment;
Learns and assists in the inspection, maintenance and repair of pumps, valves, screens and related mechanical equipment;
Learns and assists in the making of physical tests of water for color, odor and taste;
Learns and assists in the making of chemical tests of water for alkalinity and residual chlorine;
Learns and assists in regulating and adjusting chlorinators and other chemical feeders, washing filters and settling basins;
Cleans channels, screens, tanks and other equipment;
Learns and assists in the preparation and maintenance of activity records and reports;
Performs increasingly responsible duties as assigned in the operation and maintenance of a water and wastewater treatment plant.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Familiarity with elementary principles of chemistry and general science; good general intelligence; good observation; mechanical aptitude; ability to learn principles and procedures relating to operation and maintenance of a water and wastewater treatment plant; ability to develop skill in the operation and maintenance of pumps, valves and related mechanical equipment; ability to get along well with others; ability to understand and follow oral and written instructions; industry and dependability; tact and courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a New York State high school equivalency diploma.