



CAMBRIA COMMUNITY SERVICES DISTRICT

POSITION SPECIFICATION

Position	Wastewater Operator III
Organization	Cambria Community Services District
Location	Cambria, California
Reports to	Wastewater Systems Superintendent
Website	www.cambriacsd.org

DEFINITION

Under supervision of the Wastewater Systems Superintendent, operate the District's wastewater treatment plant and collection system; to perform a wide variety of operation and maintenance duties; and to perform related duties as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This position will be expected to fill in as the Chief Plant Operator (CPO) from time to time when the CPO is off duty, on vacation and during periods as assigned. He or She will be required to assist with preparing and filing reports in a timely manner with regulatory agencies.

Ability to supervisor wastewater treatment and collection operations and personnel as assigned. Maintain cooperative working relationships with others.

Laboratory:

- 30 min Settable Solids
- PH
- Temperature of water samples
- Suspended Solids
- MLSS and MLVSS
- Bacteriological analyses for MPN, and Colilert for the drinking
- Fill out the necessary logs and input information into the computer
- Know the location of all sample points for wastewater sampling
- Chlorine residual both Hach and Titration methods
- Microscopic slides of wastewater
- COD and BOD
- Making of media for Bacteriological tests.

Plant Operations:

- Location of valves
- Understand flows inside the plant

- Take D.O. readings and fill out reports. Adjust air only under supervision
- Name and understand the major plant components
- Be able to reset all equipment and restart the plants after a power failure
- Fill the plant basins from the EQ tanks, influent pump station or with effluent
- Take air compressor and manometer readings
- Read meters and fill out the necessary logs
- Follow mandated protocol for reporting spills or sanitary overflows
- Report malfunctioning plant equipment to supervisor
- Fill out work orders and purchase orders
- Read and understand pump curves
- Clean digester, reaeration, and clarifier basins as necessary
- Follow all safety requirements
- Know and recognize confined spaces and their entry procedures
- Adjust air volumes from air compressors
- Change plants from contact stabilization to extended aeration
- Adjust Return Activated Sludge Flows
- Participate in plant operating decisions.
- Check performance of equipment and perform repairs with little or no supervision
- Read maps of the plant
- Know the effluent requirements from the plant
- Enter FM and MCRT reports into the computer
- Know all safety aspects of job requirements

Sludge Disposal:

- Transfer sludge as required under supervision
- Haul and unload sludge to disposal site
- Decant digester as necessary
- Operate all equipment needed to load sludge truck
- Operate sludge processing equipment
- Inspection of sludge disposal site
- Report problems to supervisor
- Know general quantities of sludge transported and the locations
- Know the sludge rules governing the sludge disposal site

Spray field:

- Locations of valves from ponds to spray field
- Setup of sprinklers or ponds as necessary
- Maintenance of spray field and equipment
- Operation of caterpillar tractor for disking
- Location of non-potable pumps and operation
- Inspection of spray fields
- Reporting of problems to supervisor
- Know the effluent requirement to the ponds and spray field
- Know the requirements regarding pounding of the sprinkler system

Collection System:

- Basic understanding of pump stations and their control panels
- While on call respond to alarms and emergency problems in the collection system
- Notify supervision of all problems
- If a spill occurs notify the appropriate agencies

- Make appropriate repairs to collection system to prevent spills
- Make repairs to equipment and pump station to prevent spills
- Qualified personnel shall do all electrical repairs only
- Call the appropriate people to make repairs if you are not qualified
- Proper operation of the Vactor, portable hydraulic pump
- Operation of on-site generators, and electrical control panels
- Know and recognize confined spaces and their entry procedures
- Operates and maintains the wastewater treatment system and collections system
- Checks performance and assists in the repair and maintenance of equipment such as pumps, motors, switch gear, controls, meters, and air compressors
- Cleans and maintains the appearance of plant equipment, buildings, lift stations, and vehicles
- Collects samples and runs required laboratory tests
- Maintains logs and records of laboratory testing, equipment history, and operations and maintenance
- All other duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES

Principles and practices of wastewater treatment plant operations; operating principles of valves, pumps, and motors; principles and methods of bacteriological and chemical analyses; types and functions of equipment commonly used; safety requirements and practices required for systems operation and maintenance.

Fill in as the Chief Plant Operator (CPO) at times when the CPO is off duty, on vacation or other periods of time as assigned by the CPO. To perform supervisory duties and fill out any necessary reports and file timely with regulatory agencies. To be able to communicate effectively and efficiently both orally and in writing. Perform routine operation and maintenance of the wastewater treatment plant and the collection system; perform property testing procedures of routine analysis; record pertinent information in logs and records; and maintain cooperative working relationships.

REQUIRED QUALIFICATIONS

- Three years of experience as a Grade II in the operation and maintenance of a wastewater treatment plant and one and one-half years in a supervisory role. Applicants who have passed the Grade III Wastewater Operator exam and can obtain the education and experience requirements within one year of hire date will be allowed to apply.
- High School graduate or equivalent.
- Valid California class "B" driver's license within six (6) months. Must maintain satisfactory DMV record and ability to maintain insurability.
- Grade III Wastewater Treatment Plant Operator's Certification issued by the California State Water Resources Control Board.