

## WATER/ WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for learning and performing duties in the operation of both a water treatment plant and a wastewater treatment plant. This is a traineeship position in which appointees receive formal classroom training and on the job experience in the operation (depending on the types of plants used by a municipality) of a water and wastewater treatment plant. Trainees are advanced to an appropriate Water/ Wastewater Operator title without further examination upon satisfactory completion of certificate requirements appropriate to the plants being operated as established for water treatment plant operators by the New York State Department of Health, and for wastewater treatment plant operators by the New York State Department of Environmental Conservation. Work is performed under the direct supervision of an appropriately certified operator. Supervision may be exercised over the work of subordinate employees. Does related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described:

Performs study and reading assignments, observes demonstrations and learns the techniques of operating and maintaining a water treatment plant and a wastewater treatment plant;

Learns and performs the following:

Operates pumps, valves, motors, air compressors and related machinery and equipment;

Performs maintenance work and makes minor repairs to machinery and equipment;

Regulates and adjusts chlorinators;

Washes filter beds and settling basins;

Takes samples of water for testing;

Makes necessary tests for control of plant operation;

Records readings from meters and gauges;

Treats and disposes of sludge;

Adds chlorine to wastewater;

Takes samples of wastewater for testing;

May supervise the work of subordinate employees;

Assists in the training of new employees;

Keeps a log of plant operations and related records;

Performs various grounds keeping and system maintenance duties such as those of a Water/ Wastewater Maintenance Worker.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Depending on assignment, good knowledge of the practices used and equipment required in the operation and maintenance of a water treatment plant; depending on assignment, good knowledge of the practices used and equipment required in the operation and maintenance of a wastewater treatment plant; working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to water purification; skill in the operation and repair of pumps, valves, and related mechanical and electrical equipment; ability to read, understand and record data from gauges, scales and meters; ability to make routine laboratory and field tests for control of plant operation; ability to understand and carry out oral and written instructions; mechanical aptitude; alertness and dependability; physical condition commensurate with the demands of the position.

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

ULSTER COUNTY  
7847 W/W TPO TR  
(Formerly Water/Sewage Treatment Plant Operator Trainee)  
Classification: Competitive  
OA

Revised: July 17, 1990  
Revised: October 21, 1996