

WATER TREATMENT OPERATOR, 5885
WATER TREATMENT SUPERVISOR, 5887

Summary of Duties : Does skilled work in the installation, operation, regulation, maintenance and repair of equipment used in the treatment or filtration of water; or supervises such work; and does related work.

Distinguishing Features : Employees in these classes must notice and correct improper conditions and carry out orders which directly effect the purity of the City's water. Determination as to type, amount and time of chemical treatment applied to the City's water supply is made by employees of these classes as well as employees in other classes. Employees in both classes may be assigned to work irregular shifts, weekends or holidays.

All incumbents are initially employed as trainees within the class of Water Treatment Operator and receive training in the installation, operation, regulation, maintenance and repair of water treatment and filtration equipment, and in established water treatment, purification and filtration procedures. As individuals employed as trainees under the provisions of Civil Service Rule 5.30, a Water Treatment Operator is expected to satisfactorily complete the training program within three years of appointment.

Examples of Duties : Water Treatment Operator : Regulates and operates automatic and manually controlled water treatment and related equipment in the treatment, disinfection, filtration, and purification of water; performs skilled mechanical repair work in the maintenance of water treatment or filtration equipment; adjusts and makes minor repairs to pumps, motors, gas engines, meters and related equipment; performs and interprets various chemical and physical tests using turbidimeters, colorimeters, charts and graphs to determine performance of water treatment equipment and the condition of water; interprets and correlates meter and chart readings and records pertaining to water flow, turbidities, pressure, chemical use, residuals, temperatures, and other pertinent data; and records such information in log books and prepares various records, reports and inventories.

Transports and uses portable chlorinating equipment at water mains, small reservoirs and tanks which require treatment; treats reservoirs, ponds, streams, pipes and conduits with copper sulfate, chlorine and other chemicals as instructed; makes chemical field tests for adequacy of treatment; maintains buildings and grounds at water treatment plants in a neat and orderly condition; and maintains stocks of chemicals and supplies.

As a journey-level Water Treatment Operator, in addition to the above

duties, may schedule, assign and review the work of other Water Treatment Operators; make recommendations related to the design of water treatment and filtration equipment; inspects locations where chemicals are dispensed; assesses the status of repairs to and replacement of water treatment and filtration equipment; checks operation of machinery and equipment; makes tests and computations to determine amounts of chemicals to be fed into water; oversees the receiving and storing of chemicals; prepares work reports; and requisitions materials and supplies.

Water Treatment Supervisor : Supervises the operation of all water treatment and/or filtration activities in a specific district of the City, or may supervise one particular activity City-wide; prepares schedules of water treatment requirements from records and reports; prepares requisitions and transportation orders for chemicals; reviews operational records and log books; inspects plant locations for adequate maintenance of equipment and facilities and to determine the need for major repairs and equipment replacements; prepares requests for major repair work; makes cost estimates of proposed changes or repairs; interprets, plans and makes working sketches for subordinates; prepares information and data for annual expenditure program and other reports; supervises, plans, assigns and reviews work through subordinate supervisors; confers with engineers on the design, testing and purchase of new water treatment facilities and/or filtration equipment and materials.

Employees of both classes may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications :

<u>Knowledges</u> :	<u>Water Treatment Operator</u>	<u>Water Treatment Supervisor</u>
Principles, operation and maintenance of water treatment equipment;	Good	Good
Reading and maintenance of automatic recording meters and other meters and gauges used in measuring water flow characteristics;	Good	Good
Elementary principles of hydraulics as applied to machinery;	General	Good
<u>Knowledges (Cont)</u> :	<u>Water Treatment Operator</u>	<u>Water Treatment Supervisor</u>

Elementary principles of chemistry and biology;	General	Good
Principles and practices of water purification in distribution lines and reservoirs and of pollution and growth control in reservoirs;	General	Good
Safety precautions necessary in working on mechanical and electrical equipment;	General	Good
Principles and practices of supervision;		Good
Laws and regulations related to equal employment opportunity and affirmative action;		Working
City personnel rules, policies and procedures;		General
Memoranda of Understanding as they apply to subordinate personnel;		General
<u>Abilities :</u>		
Operate and make repairs to water treatment or filtration equipment;	X	X
Make routine computations and keep standardized records;	X	X
Supervise a group of employees working in several locations;		X
Prepare clear and concise reports;		X
Deal tactfully and effectively with employees and the public;	X	X

A valid Grade II Water Treatment Operators Certificate issued by the State of California Department of Health is required for Water Treatment Operator.

Four years of experience as a Water Treatment Operator is required for Water Treatment Supervisor.

Certificates and License : Water Treatment Operator : Trainees require a valid

Grade II Water Treatment Operators Certificate issued by the State of California Department of Health prior to appointment. All Water Treatment Operator positions require a valid Grade III Water Treatment Operators Certificate be obtained within 3 years of initial appointment.

Water Treatment Supervisor: All positions require a valid Grade IV Water Treatment Operators Certificate issued by the State of California Department of Health.

A valid California driver's license is required for both classes.

Physical Requirements: Water Treatment Operator: Strength to perform average lifting up to 25 pounds and occasionally over 70 pounds. Good eyesight and color perception are required in order to recognize chlorine residue.

Physical Requirements: Water Treatment Supervisor: Strength to perform average lifts up to 15 pounds and occasionally over 25 pounds; stamina for frequent walking or standing; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in these classes. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.