



# PLANT EQUIPMENT TRAINEE (WASTEWATER OPERATIONS) (Exempt Position) Annual Salary: \$61,324.56

Class Code: 1107-2

**Resumes accepted only during the identified filing period.**

**Filing period Monday, March 6, 2017, through Monday, March 20, 2017, 12:00 p.m.**

## DUTIES

Plant Equipment Trainee is a temporary training class which provides incumbents with on-the-job training to prepare for promotion into a Wastewater Treatment Operator (WTO-1) for the City of Los Angeles. As of the printing of this notice, there are 10 positions available. An incumbent performs a variety of tasks under the direct supervision of a certified operator while gaining experience to qualify for the state issued license. Training will include both classroom instruction and field experience. After completion of 1,800 hours of field experience, the Plant Equipment Trainee may be assigned to work station posts with minimal oversight. The working conditions in this class are unpleasant due to the presence of wastewater and its products. Some personal hazards may be involved in working in high places, around moving machinery, and in contact with toxic gases and chemicals such as chlorine, sulfur dioxide, or coagulants. The regular work hours will vary between Monday through Friday, 6:30 a.m. to 2:30 p.m., and may include 12-hour shifts with shift start times of 6:00 a.m. or 6:00 p.m. Additionally, trainees may be required to work nights, weekends, and/or holidays as needed.

Plant Equipment Trainees will be expected to perform all or some of the duties listed below. This list is not exhaustive but is representative of the expected duties: operate and control equipment; inspect equipment and monitor operating conditions, meters, and gauges to determine load requirements and detect and correct problems; add chemicals, such as sodium hypochlorite, ferrous chloride, ferric chloride, polymers to enhance treatment of wastewater; collect wastewater and sludge samples and perform routine field tests; record operational and laboratory data observations of processes; use reasonable care in the performance of duties, and act in a manner to assure safety to themselves, co-workers, and the public; perform housekeeping as needed, clean and maintain equipment; and perform other duties as assigned.

## NOTE:

If you are seeking this position, you are interested in becoming a certified Wastewater Treatment Operator. The certification for this position is issued by the State of California, the State Water Resources Control Board (SWRCB). SWRCB has specific academic and field experience requirements that must be met in order to obtain a certificate. This program is designed to provide the 1,800 hours of field experience required to obtain the state issued certification. If you are selected for this position, you must complete the academic requirements in addition to field experience. There are many options for completing the academic requirements. You should review the academic requirements and options that are available at the SWRCB web site listed below or by contacting the SWRCB. However, a typical community college certification program requires the student to complete a program of study totaling some 23 to 28 units in wastewater and related topics. Certification by the State of California requires the qualified individual to pass a State examination, which is offered each April and October.

[http://www.swrcb.ca.gov/water\\_issues/programs/operator\\_certification/pub.shtml](http://www.swrcb.ca.gov/water_issues/programs/operator_certification/pub.shtml)

## QUALIFICATIONS

Listed are some of the essential abilities a Plant Equipment Trainee will be required to demonstrate to obtain a position: ability to develop the necessary skills to perform the duties of the position for which training is provided; ability to make basic mathematical calculations; ability to understand and follow oral and written directions; ability to communicate in writing sufficient to maintain a daily operating log; ability to interact successfully with supervisors and coworkers; and ability to record and interpret readings of meters and gauges. **High school diploma or equivalent is required;** Successful completion of college level courses in wastewater operation or science is required within four weeks from date of hire.

**Because this class has been designated as Safety Sensitive in accordance with City policy, a drug and alcohol screening test may be required prior to appointment.**

## PROGRAM REQUIREMENTS

At the time of appointment, Trainees must have a valid California Driver License; must have a high school diploma or equivalent; have or obtain six (6) educational points in wastewater treatment or science courses within four weeks; **obtain an Operator-in-Training (OIT) certificate** issued by the State Water Resources Control Board (SWRCB) **within four weeks from date of hire; obtain a Grade-I Operator license within established time limits set by SWRCB**, currently two years from the date the OIT certificate is issued; **and pass the City of Los Angeles Wastewater Treatment Operator examination and be appointed to the class of Wastewater Treatment Operator within three years of hire as a Plant Equipment Trainee.**

***Note: Plant Equipment Trainee will be terminated from the position if any of the above requirements are not met.***

## **PHYSICAL REQUIREMENTS**

Prospective candidates must be able to lift and carry tools and chemical containers up to 50 pounds. Based on CAL/OSHA regulations, which require the wearing of a Self-Contained Breathing Apparatus (SCBA) under hazardous and emergency conditions, some positions may require employees of this class to be free from certain types of facial hair and medical conditions so that a SCBA can be worn safely.

## **HOW TO APPLY**

**Resumes must be received by 12:00 p.m., Monday, March 20, 2017**

Candidates interested in applying for this position should mail, fax, or email resume, with details of knowledge, education, and/or experience in Wastewater Treatment or similar areas to:

Bureau of Sanitation, Hyperion Water Reclamation Plant  
Attn: Plant Equipment Trainee Coordinator (PETC)  
Pregerson Building, Mail Stop 535  
12000 Vista Del Mar, Playa Del Rey, CA 90293  
Phone: (310) 648-5947 (7:00 a.m. to 3:00 p.m., Monday thru Friday)  
Fax: (310) 648-5397  
Email: san.petc@lacity.org

## **METHOD OF EVALUATING CANDIDATES**

### **Preliminary Screening**

Based on the number of applications, staff will screen the resumes. Candidates are asked to specify any wastewater education, experience, and/or knowledge on the resume or application. If the candidate pool is sufficiently large, this information will be used to screen candidates who have demonstrated an interest in this field. Candidates who pass the preliminary screening will be invited to a basic aptitude test session.

### **Aptitude Test**

The aptitude test will consist of multiple choice questions covering reading comprehension, basic math, and mechanical aptitude. The invited candidates will be informed of the test date and location which will be at the Hyperion Water Reclamation Plant, in El Segundo, California. The aptitude test will be scored pass or fail. Candidates invited to the aptitude test will be required to complete a City of Los Angeles Employment Application. The aptitude test will be administered on **Saturday, April 15, 2017**. It is not anticipated that there will be additional test dates; however, if necessary, additional test dates will be scheduled.

### **Oral Interview and Ranking**

Candidates who pass the aptitude test will be scheduled for oral interview. In the interview, candidates will be tested on oral communication skills, interpersonal skills, reasoning and logic and any knowledge related to wastewater treatment. The interview score will represent 100% of the candidates overall score in this process. Candidates will be ranked based on their interview scores. It is anticipated that the interviews will be held during the period of **May 15, 2017 through May 19, 2017**.

The top candidates will be considered for positions. These candidates will be required to pass background checks, finger printing, and medical examinations prior to commencing employment. In the event of a tie score, an additional interview may be required and the aptitude score may be considered.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities.

## **EXEMPT POSITIONS**

**This position is a temporary training classification. Incumbents may remain in this classification only during the specified training period. Incumbents in this classification must meet the requirements for Wastewater Treatment Operator and promote to Wastewater Treatment Operator within the specified time period.**

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.