

Jurisdiction: City of Ithaca

Jurisdictional Class: Competitive

Adopted: 09/10/81

Revised: 10/15/91, 05/19/97, 04/06/05, 10/13/10, 07/11/12, 09/07/22

WATER TREATMENT PLANT OPERATOR TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: This is a trainee position involving responsibility for learning the duties and routines in the operation and maintenance of a Type 1-A Water Treatment Plant. The incumbent in this position undergoes on-the-job training by assisting in the operation and maintenance of a Water Treatment Plant in order to become qualified as an operator. The term of appointment is limited to one year during which time employees in this class are required to satisfactorily complete the necessary training. Trainees must possess the required minimum grade certificates for a Type I-A plant to which he or she is assigned in accordance with the provisions of the Sanitary Code for "Assistant Operator" in Section 5-4.2 within one year. Upon successful completion of the trainee appointment, Trainees will be appointed Operators without further examination. Does related work as required.

TYPICAL WORK ACTIVITIES:

Performs study and reading assignments, observes demonstrations and otherwise learns the techniques of operation and maintenance of a Water Treatment Plant;

Learns and assists in the operation, maintenance, adjustment and replacement of pumps, valves, and related mechanical equipment;

Learns and performs a variety of building repair maintenance and custodial duties in and around the plant;

Learns and assists in the inspection, monitoring, maintenance and repair of pumps, valves, and related mechanical equipment;

Learns and assists in the reading, calibrating, adjustment, operation, maintenance, troubleshooting and repair of the Water Treatment Plant's instrumentation and controls;

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 the making of biological tests of water for coliform bacteria and other pathogenic organisms;

Learns and assists in regulating and adjusting chlorinators and other chemical feeders, washing filters and settling basins;

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 Treatment Plant.

FULL PERFORMANCE, KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Familiarity with and ability to apply the elementary principles of chemistry, biology, microbiology, physics, hydraulics and general science; familiarity with and ability to apply the elementary principles of algebra, geometry, trigonometry and general math; computer literacy, including basic proficiency with word processing, spreadsheet and database programs; good observation skills; mechanical, technical or trades aptitude; ability to learn principles and procedures relating to the operation and maintenance of a Water Treatment Plant; ability to develop skill in the operation and maintenance of instrumentation, pumps, valves, and related mechanical equipment; ability to get along well with others; ability to understand and follow oral and written instructions, including technical operation and maintenance manuals; ability to successfully work with and serve a diverse local community; physical condition commensurate with the demands of the position.

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MINIMUM QUALIFICATIONS:

- A. Possession of an Associate's Degree in Water/Wastewater Technology, Environmental Science, Engineering Technology, physical sciences, chemistry, biological sciences, life sciences or a closely related field with similar course curriculum; or
- B. Graduation from high school or possession of a high school equivalency diploma and successful completion of at least eighteen (18) college credit hours of math and/or science coursework; or
- C. Graduation from high school or possession of a high school equivalency diploma, which shall have included the successful completion of at least three years of high school mathematics and at least three years of high school science; or
- D. An equivalent combination of training and experience as defined by the limits of (A), (B) and (C) above.

Note: College degrees must have been awarded by, and college coursework completed at, a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by, or college coursework completed at, an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

SPECIAL REQUIREMENT: Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment.