

**CITY OF NEEDLES**  
**POSITION DESCRIPTION**

**Position Title:** Wastewater Treatment Operator I

**Job Classification:** CLASSIFIED

**Department:** Wastewater System

**Position Wage Range:** (54) \$15.99 - \$20.41

**Revised:** 10/2/18

**POSITION PURPOSE:** This is a Wastewater technician position which assists other operators in ensuring the plant and the collection system operate in accordance with applicable federal, state and City of Needles standards and specifications. Position responsibilities include operation and maintenance work in the plant, laboratory and collection system.

**REPORTS TO:** Chief Water Plant Operator

**EXAMPLES OF RESPONSIBILITIES** (may include but not limited to):

- A). Complete assigned wastewater facility and collection system operation activities according to Federal, state and City standards, specifications and requirements, including collection of influent and effluent samples and monitoring of the treatment process.
- B). Perform preventive and predictive maintenance on collection facility equipment, including efficiency tests, repair and restoration of pumps, motors, chlorinators, pipes and control valves, minor electrical repairs, etc., according to federal, state and City standards, specifications and requirements.
- C). Maintain treatment quality by completing assigned lab testing operations, collecting and transporting test samples, cleaning equipment and processing facilities, flushing and cleaning collection piping as required, and following all regulatory and industry practices.
- D). Complete recordkeeping and reports as required.
- F). Promote an environment that encourages team building by being cooperative and courteous.
- G). Assist other City departments, as assigned, and complete activities projects which may include street, water, electric or other work.

**MINIMUM QUALIFICATIONS:**

- A. Class I California Wastewater Treatment Plant Operator's Certificate is required, or must obtain certificate within six months of start date.
- B. Must be high school graduate, or satisfactorily completed the General Education Development (G.E.D.), or have equivalent combination of training.

- C. Must possess a valid state driver's license with a satisfactory driving record.
- D. Must have possession of, or the ability to obtain a valid Class B Commercial Driver's License within 60 days after successful completion of probationary period.
- E. Knowledge of wastewater facilities, lab testing procedures, collection systems, and waste water management and operation regulations, laws, theories and practices is required.
- F. Must be able to perform basic wastewater maintenance and operation activities with minimal supervision.
- G. Must be willing to work in plant and collection system during inclement weather conditions.
- H. Must be able to meet physical requirements of position including lifting and handling weights in excess of 50 pounds, standing, sitting, walking, bending, stooping and climbing
- I. Must have demonstrated knowledge of safe and proper operation of Wastewater Department tools and equipment, and personal protective devices.
- J. Must have strong interpersonal and oral and written communications skills.
- K. Must be willing to work periodic overtime and be available for after-hour service emergencies and restoration.