

Water Treatment Plant Operator Trainee (Type IA Plant) Tompkins County

Department: Town of Ithaca

Classification: Competitive

Approved: 6/23 by HB

By: HB, Deputy Commissioner of Human Resources

Minimum Qualifications:

1. Graduation from a regionally accredited or New York State registered college with an Associate's Degree in applied science or related field; OR
2. Graduation from high school or possession of a high school equivalency diploma AND one year of experience in a public water utility, construction trades or related field.
3. Any combination of training and experience equal to or greater than that specified in A) or B) above.

Special Requirements:

- A valid New York State driver's license is required at the time of appointment.
- The physical ability to lift and routinely handle weights up to 50 Pounds is required.
- Must work safely and follow safety rules and procedures.
- A performance test may be required after a medical examination but prior to appointment.

Promotion to Water Treatment Plant Operator:

The incumbent will be promoted to the Water Treatment Plant Operator title without further examination after completion of a one year traineeship and obtaining a New York State Health Department "IIA" certification for a Type IA water treatment plant.

Note: This position is eligible for 2-A certification after one year (full-time equivalent) experience, training course and test.

Distinguishing Features of the Class:

This trainee position is important shift work involving responsibility for learning the efficient operation and maintenance of Type IA 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. Employees in this position will perform increasingly responsible duties as they progress through the program. This type of plant contains facilities for filtration and chemical pre-treatment of municipal water supplies. The work is performed under the direct supervision of the Production Manager or designee. The incumbent will perform all related work as required.

Typical Work Activities:

Monitors pump, valve and SCADA equipment used to ensure adequate distribution of potable water throughout the Bolton Point municipal water system;

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

Performs maintenance work and makes repairs to machinery and equipment including, but not limited to, pumps, valves, pipes, etc.;

Inspects and monitors pump stations and plant facilities;

Regulates and adjusts chlorinators;

Washes filter beds and settling basins;

Takes samples of water for testing;

Makes necessary tests for control of plant operations;

Keeps a log of plant operations and related records;

Supervises the work of laborers and other subordinate employees;

Performs a variety of custodial and maintenance duties in connection with the maintenance of the Plant and grounds;

Assists other departments with various tasks as needed.

Knowledge, Skills, Abilities and Personal Characteristics:

Ability to learn the practices used and equipment required in the operation and maintenance of the water treatment plant;

Ability to learn the principles and procedures relating to operation and maintenance of a water treatment plant including emergency operations;

Ability to develop skill in the operation and maintenance of pumps, valves and related mechanical equipment;

Familiarity with the elementary principles of chemistry and general science;

Ability to accurately create legible records;

Ability to operate computers;

Ability to meet deadlines while performing in a supervised atmosphere;

Ability to understand and follow both oral and written instructions;

Must be customer service oriented with an ability to maintain interpersonal relationships;

Must possess a mechanical aptitude and be willing to acquire the knowledge and skills necessary to repair problems that are likely to occur;

Must maintain a neat, alert, self-aware and dependable appearance;

Performs duties in a cooperative, courteous and professional manner;

Ability to get along well with others utilizing tact and courtesy are required;

Alert, observant, independent, and dependable;

Safe driving habits are required;

The employee's physical and mental condition shall be commensurate with the demands of the position, either with or without reasonable accommodations.

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