

Water Treatment Plant Operator Assistant (Type A) Tompkins County

Department: SCLIWC - Town of Ithaca
Classification: Competitive
Approved: 7/6/95
Revised: 10/96; 6/99; 2/14; 9/17
By: AF, Commissioner of Personnel

Minimum Qualifications:

A) Graduation from a regionally accredited or New York State registered two-year college with an Associate's Degree in water/wastewater technology, environmental science, engineering technology, physical sciences, chemistry, biology, life sciences or a related field: OR

B) Graduation from High School and two years of experience working for a public works department in which the employee worked directly with water and/or sewer distribution, applicable military experience that involved working in water treatment and/or distribution, or experience working in a laboratory or in a health or environmental sciences field; OR

C) Any combination of training and experience equal to or greater than that specified in A) or B) above.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

Special Requirements For Acceptance of Applications:

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

A valid New York State driver's license acceptable to the Commission's insurance carrier 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:

This position is eligible for IIA certification after one year (full-time equivalent) experience at a water treatment plant, completion of the training course and successful completion of the exam. 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.

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.

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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