

STATE OF ARIZONA JOB CODE SPECIFICATION

FLSA:	NE	Job Code:	ACV34617
Job Class Code:	650	Salary Schedule:	ASRRWW
EEO Category:	08	Grade:	18
Workers Comp Code:	9410		

Job Code Established:	08-01-05	Effective Date:	08-01-05
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Water Waste Water Facility Series

JOB CODE TITLE: WATER WASTE WATER FACILTY OPERATOR I

HRIS TITLE: WATER W-W FAC OPER I

CHARACTERISTICS OF THE JOB CODE: Under general supervision, incumbents perform operations, technical and maintenance tasks in water treatment, water distribution, wastewater treatment and/or wastewater collections; continue to receive training in the more technical duties such as performing lab tests, analyzing results and introducing chemicals into the system. Incumbents function as an entry level operator and are certified as a grade 1 Water Treatment, Water Distribution, Wastewater Treatment and/or Wastewater Collection Operator. Depending on the need of the agency, incumbents may be permanently assigned to this level and function below the journey level or progress to the higher level upon completion of the training, attainment of the required certification, and with recommendation of the appointing authority.

EXAMPLES OF DUTIES: Individual positions may be responsible for some or all of the listed duties and/or other related duties. Operate and maintain water treatment and distribution equipment; monitor compliance with State, Federal, and Environmental Quality Agency regulations; monitor contaminate levels to ensure compliance with regulatory requirements; collect water samples on a periodic basis; route water into reservoir feed lines by installing and maintaining a catchment system; perform preventative maintenance and repairs on water system; inspecting distribution systems and maintaining pumps, valves, motors, air lines and related machinery; rebuild motors, pumps, and pipelines as necessary; process and export generated sewage by observing and monitoring all aspects of treatment, pulling samples, recording and correlating data; monitor, maintain and repair gravity and force main sewage collection systems including lines, cleanouts, manholes and interceptor, sewage lift stations, wells, pumps (submersible, ejector, centrifugal, diaphragm, positive placement and suction), control panels, alarm systems, mains, valves, and ventilation systems, surge tanks, aeration tanks, filter rooms, chlorine contact tanks, export stations and decant tanks. Receive training in the operation of zero discharge industrial wastewater treatment, operation of used fuel recovery, cleaning and re-blending system, domestic potable water supply and treatment for subsequent irrigation. Learn to monitor, maintain and repair the potable water supply system and sample water according to Federal, State and county health regulations. Learn to prepare and submit periodic reports of treatment plant activities to the State and Federal Environmental Protection Agencies. Use a wide variety of hand and power tools and test equipment to perform preventative maintenance and diagnose and repair malfunctions; clear debris; flush sand traps; repair pressure relief boxes, valves, and pumps; maintain access roads by grading surface and using a snow plow; transport vehicles and equipment on public roads and highways.

WORK CONDITIONS: Hazards associated with maintenance, utility services and powered and non-powered tools, chemicals and equipment; work can encounter extremes of climate conditions; works with prison inmates. On stand by for emergency situations.

KNOWLEDGE, SKILLS AND ABILITIES (KSAs):

Knowledge of: Principles and techniques of operating and maintaining a reservoir water system including reservoir management and intake structures, coagulation and flocculation, sedimentation, filtration, disinfection, corrosion control, taste and odor control, plant operation, safety and lab procedures; principles and techniques of surveying water sources and surface storage for capacity and potential contamination; federal and State rules and regulations regarding water quality, water treatment, wastewater treatment, disposal of sewage and reporting requirements; practices, materials, tools and equipment used in sewage plant operation and maintenance; physical, biological and chemical aspects of wastewater treatment; principles and practices of operating and maintaining wastewater treatment plants.

Skill/Ability to: Read and comprehend administrative policy, regulatory laws and procedures, safety and equipment and equipment publications, blueprints and schematic drawings; perform basic math computations; collect field data and prepare maintenance logs; enter and retrieve data using a computer; perform heavy physical labor; use hand tools and equipment used in maintaining roads, pipelines, culverts, valves, pumps and meters; read and comprehend administrative policy, regulatory laws and procedures, safety and equipment publications; read and understand water flow meters and gauges; communicate effectively orally and in writing.

KSAs are typically obtained through experience and/or education in:

Vocational education course work and experience in water treatment, water distribution, wastewater treatment and/or wastewater collection plant operation and maintenance.

Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs).

SPECIAL SELECTION FACTORS:

Some positions require a Grade 1 Certification in Water Treatment, Water Distribution, Wastewater Treatment and/or Wastewater Collection. Certification requirement will be identified at the time of recruitment.

A valid Arizona Driver's license appropriate to the assignment may be required at the time of appointment.