

## WATER TREATMENT/RECLAMATION PLANT OPERATOR INTERN

### JOB DESCRIPTION

**Classification Responsibilities:** The Water Treatment/Reclamation Plant Operator Intern is a training position in the operation and maintenance area of either the Water Treatment or Water Reclamation plants. It is designed to provide training in the areas of operations and maintenance of potable water, water reclamation, and advanced water treatment plant and associated facilities during the one-year internship term. The Intern shall receive hands-on training and participate in water treatment or reclamation plant operations, maintenance, and analytical laboratory testing. Duties may include: maintaining and operating plant equipment and processes related to water, wastewater, and advanced water treatment system; operating valves, gates, and pumps; adjusting flow rates and chemical feed rate; collecting samples and submitting for laboratory testing; monitoring control panels, gauges, and meters; maintaining written data on test results, gauges, and meter readings; checking chemical tank levels; mixing chemical solutions; operating laboratory equipment to perform chemical analysis; preparing written logs; and relaying operational information to coworkers. All Water Treatment/Reclamation Plant Operator Interns shall use appropriate safety equipment and follow safety procedures in performing assignments; Operators have the potential to be exposed to job related hazards such as toxic chemicals, chlorine gas, raw sewage, sludge, and adverse weather conditions. This class performs other duties as required.

**Distinguishing Features:** An Intern shall only work when an experienced Water Resources Operator II is present. An Intern is eligible for employment with the City of Mesa, as an Intern, for a period of up to one (1) year, during which time they may work any combination of full- and/or part-time work. An Intern shall commit to working at least 80 to 160 hours/month, up to 1,040 to 2,080 hours/year. The Intern shall receive close supervision from an Water Resources Operator II, and direction from the Water Plant Operations Supervisor or Water Reclamation Supervisor. This class is FLSA nonexempt.

### QUALIFICATIONS

**Employee Values:** All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

**Minimum Qualifications Required:** An Intern shall possess any combination of training, education, or experience equivalent to graduation from high school or GED, supplemented by at least 20 semester units (30 quarter units) of college-level coursework in Water Technology, Environmental or Chemical Engineering, or any related curriculum.

**Special Requirements:** Must possess a valid Arizona Driver's License by their hire date, and must maintain this license. An Intern shall possess a Grade I Water Treatment **OR** Wastewater Treatment Plant Operator's Certificate (depending on assignment) from the Arizona Department of Environmental Quality (ADEQ) by application date, and must maintain this certification. In addition, an Intern must meet the physical standards and requirements for the wearing of Self-Contained Breathing Apparatus (SCBA) respiratory protection equipment, and must meet the qualifications to wear a tight fitting respirator by passing a medical evaluation in accordance with Code of Federal Regulations (CFR) 1910.134 by hire date. An intern must obtain a 40-hour HazWoper Certification as per the Occupational Safety and Health Administration (OSHA) and must attend an 8-hour refresher course annually to maintain certification.

**Substance Abuse Testing:** Due to the safety and/or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug, and/or controlled substance testing, as outlined in City policy and procedures.

**Preferred/Desirable Qualifications:** None.

## **ESSENTIAL FUNCTIONS**

**Communication:** Prepares written logs; maintains written data on test results, gauges, and meter readings; relays operational information to coworkers; and answer questions concerning water quality.

**Manual/Physical:** Operates a motor vehicle requiring an Arizona Driver's License in order to complete maintenance assignments, drive to water reclamation plants, or pick up supplies. Uses common hand tools such as hammers, screwdrivers, and pliers to operate equipment and perform maintenance tasks. Cleans work area and equipment. Lifts and carries heavy (up to 50 pounds) loads. Meets scheduling and attendance requirements.

**Mental:** Monitors control panels, gauges, and meters to ensure proper plant operations; operates valves, gates, and pumps; operates a remote-control device; checks chemical tank levels; adjusts flow rate and chemical feed rate; mixes chemical solutions; and operates laboratory equipment to perform analysis. Collects samples, submits for laboratory testing, and at times, performs routine laboratory testing.

## **Knowledge and Abilities:**

Knowledge of:

the equipment used in a modern, conventional water treatment/reclamation plants;  
the chemical and physical processes used to treat potable water;  
the biological, chemical, and physical processes used to treat wastewater (example: screening, sedimentation, nitrification/denitrification, filtration, disinfection, centrifugation, and digestion);  
the basic maintenance needs of water treatment/reclamation equipment; and  
standard water treatment/reclamation operating procedures.

Ability to:

determine processing requirements;  
sample the influent and effluent at various stages of processing to determine the effectiveness of the treatment process and any adjustments that are necessary;  
identify problems and ensure proper and efficient operation of the treatment plant; and  
establish and maintain effective working relationships with management, coworkers, and the general public.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

Revised to Update Special Requirements 6/16

LW/st/th

CS3608.DOCX

PAY GRADE: 36

EEO-S/M

IND-7520

JOB FCTN-TEC

SWORN-No

INCREMENTS 81-200