

NEW CASTLE COUNTY GOVERNMENT

Number 1303

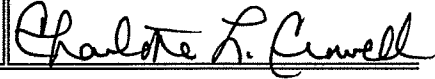
Page 1 of 2

Date 04/29/08

CLASS SPECIFICATION

Title: WASTEWATER TREATMENT PLANT OPERATOR
TRAINEE

Approved:



GENERAL STATEMENT OF DUTIES: Performs routine semi-skilled and skilled work in the operation and maintenance of wastewater treatment plants and sludge composting facilities; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs entry level work in the operation, repair, and maintenance of wastewater treatment plants and associated facilities including their structures, equipment, and grounds in compliance with applicable permit requirements. Duties include the successful completion of on-the-job training and other courses, including mandatory classroom training, and/or individual study. Employees undergo periodic proficiency testing. This employee works under general supervision and must use reasonable care, judgment, and application of their knowledge in the performance of their duties.

EXAMPLES OF WORK: (Illustrative Only)

- Collects samples for analysis, performs physical, chemical, and biological tests on these samples and records results of these tests in plant log;
- Records readings of flow meters and various gauges;
- Cleans water filters and performs general custodial work to keep plants and facilities clean;
- Paints sewage tanks, catwalks, and equipment when necessary;
- Operates pumps and equipment;
- Makes minor mechanical repairs to mechanical equipment;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that internal and external customers are provided with the highest quality of service;
- Operates a personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Some knowledge of the functions, repair, and servicing requirements for mechanical equipment and machinery; ability to learn physical, chemical, and biological procedures as they pertain to the treatment of wastewater; ability to learn the process involved in the purification of water; ability to inspect machinery and mechanical equipment in operation and to detect flaws and defects; ability to read flow meters and charts accurately; ability to correctly maintain records; ability to follow oral and written instructions; mechanical aptitude,

NEW CASTLE COUNTY GOVERNMENT

Number 1303

Page 2 of 2

Date 04/29/08

CLASS SPECIFICATION

Title: WASTEWATER TREATMENT PLANT OPERATOR
TRAINEE

Approved:

Charlotte L. Anwell

MINIMUM QUALIFICATIONS: At least one year of experience in maintenance work and possession of a high school diploma or GED certificate; or an equivalent combination of education, experience and training directly related to the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid Delaware Class D driver's license or its equivalent. Must obtain a State of Delaware Wastewater Treatment Facility Operator-in-Training license within six months or the first available DNREC testing date and a Class I license within two and one-half years of appointment to be retained in this job classification. Licenses must be maintained in accordance with applicable State and Federal regulations. Ability to pass a Class III County physical examination and background check.

HISTORY OF REVISIONS:

Established: Circa 1976
Revised: 10/11/89
Revised: 01/01/91
Revised: 01/01/96
Revised: 03/01/00
Revised: 07/02/02
Revised: 04/29/08