



THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

## WATER TREATMENT PLANT OPERATOR III

<b>Group-Section:</b> Water System Operations Group	<b>FLSA Status:</b> Non-Exempt <b>Bargaining Unit:</b> AFSCME	<b>Salary Grade:</b> 45 <b>Job #:</b> TA20
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### JOB SUMMARY

This is the journey level position performing Water Treatment Plant Operator III job duties.

### DISTINGUISHING CHARACTERISTICS

This is the journey level Water Treatment Plant Operator position performing the functions of a Shift Operator in direct charge of a water treatment facility for a specified period of the day. This position is capable of operating all processes and equipment that are normally operated by the Water Treatment Plant Operator I and Water Treatment Plant Operator II. May occasionally also be required to perform duties of a Water Treatment Plant Operator I or II.

### OVERSIGHT

**Supervision Received:** The supervisor makes assignments by defining objectives, priorities, and deadlines; and assists employee with unusual situations that do not have clear precedents. The employee plans and carries out the successive steps and handles problems and deviations in the work assignment in accordance with instructions, policies, previous training, or accepted practices in the occupation. Completed work is usually evaluated for technical soundness, appropriateness, and conformity to policy and requirements. The methods used in arriving at the end results are not usually reviewed in detail.

**Supervision Given:** May act as a lead. May coordinate and review work assignments of employees performing the same general work as the lead on a day-to-day basis. Responsibilities may involve solving problems and providing instructions on work procedures.

### JOB DUTIES

1. Serves as a Shift Operator in direct charge of the operation of a water treatment facility for a specified period of the day.
2. May serve as Chief Operator who has overall responsibility for the day-to-day, hands-on, operation of a water treatment facility.
3. Monitors, troubleshoots and operates the entire water treatment system and limited distribution system flows and appurtenant systems such as solids removal, dewatering, gray water disposal and emergency power systems either manually or using the Supervisory Control and Data Acquisition system.
4. Leads and conducts onsite inspections to troubleshoot and operate water treatment processes and other appurtenant systems such as solids removal, de-watering, gray water disposal, and emergency power system.
5. Leads and performs the collection and analysis of water samples; interprets their results and adjusts water treatment processes and flows as required. Calibrates laboratory equipment and verifies online instrumentation. Conducts quality assurance and quality control analyses.

6. Reviews adverse monitoring results or operational issues, responds with operational adjustments and notifies appropriate personnel as required.
7. Responds to incidental and emergency chemical releases according to established protocols. Initiates incident command system and acts as incident commander until relieved by a manager.
8. Leads and performs light maintenance and calibration of instruments.
9. Prepares and performs switching and valving. Acts as Clearance Holder within a defined Clearance zone.
10. Evaluates chemical usage and current inventory. Orders chemical deliveries to maintain adequate chemical storage. Oversees the delivery of chemicals according to established procedures for security, quality and safety.
11. Determines the urgency of repairs; notifies on duty or standby personnel as required and reports equipment problems.
12. Evaluates, coordinates, and approves the initiation of planned maintenance activities.
13. Develops procedures, training and operations manuals.
14. Creates, oversees, and maintains records, reports and logs associated with a water treatment facility and its associated distribution systems.
15. Performs other related Water Treatment Plant Operator job duties as required.

## **EMPLOYMENT STANDARDS**

### **MINIMUM QUALIFICATIONS**

**Education and Experience:** High school diploma or general education development test (GED) and eight years water related experience with three years at a surface water treatment plant at the level equivalent to a Water Treatment Plant Operator II including control room experience as the shift operator; or three years as a Water Treatment Plant Operator II at MWD.

**Required Knowledge of:** Surface water treatment processes and related support systems; water distribution system operation; applicable water treatment laws and regulations; laboratory procedures for process control sampling; water quality instrumentation; applicable safety practices; mathematics; modern office equipment and technology; safe handling of chemicals; Supervisory Control and Data Acquisition Systems; and current office technology and equipment.

**Required Skills and Abilities to:** Operate and troubleshoot surface water treatment processes including coagulation, flocculation, sedimentation, disinfection and filtration; operate chemical feed systems; perform water quality analyses; analyze and interpret data; maintain data, records, and logs; respond to emergency situations; optimize water treatment; operate Supervisory Control and Data Acquisition Systems; prepare reports and correspondence; use independent judgment and exercise discretion; problem solve; prioritize and multi-task; communicate clearly and concisely, both verbally and in writing; establish and maintain effective working relationships with those contacted in the course of work;

work independently and in a team environment; and operate current office equipment including computers and supporting applications.

### **CERTIFICATIONS, LICENSES, AND REGISTRATION REQUIREMENTS**

Employees in this position will be required to obtain and maintain the following certifications, licensing and registrations:

#### **Certificates**

- A State of California Water Treatment Certification Grade IV
- A State of California Water Treatment Certification Grade V to serve as Chief Operator
- Appropriate Certification for Switching/Valving
- Self Contained Breathing Apparatus Certification
- Chemical Responder Certification
- Forklift Certification
- MWD High Voltage Switching Certification

#### **Licenses**

- Valid California Class C Driver License that allows you to drive in the course of your employment

#### **Registrations**

- None

### **PHYSICAL DEMANDS, WORK ENVIRONMENT, AND VISION REQUIREMENTS**

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

**Physical Demands:** The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 50 pounds, and crouching or crawling in restricted areas.

**Work Environment:** The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress that require a range of safety and other precautions, e.g., irritant chemicals, electrically energized equipment including high voltage systems, working at great heights under extreme outdoor weather conditions, or similar situations where conditions cannot be controlled.

**Vision Requirements:** Color vision (ability to identify and distinguish colors)

**Expectations of Hours of Service, Emergency and Stand-by Service:** Employees in this position may be required to work rotating shifts and/or stand-by service to address operational needs and emergencies as required. May be required to work extended periods away from the normal reporting location. Must be able to work rotating shifts.