



IRVINE RANCH WATER DISTRICT
invites applications for the position of:

Operator III - Recycling Operations

SALARY: \$33.50 - \$47.66 Hourly

**OPENING
DATE:** 01/30/20

CLOSING DATE: Continuous

GENERAL DESCRIPTION:

Irvine Ranch Water District is accepting applications to fill Operator III positions in Recycling Operations. The successful candidates will perform the more complex and difficult work activities related to the operation of sewage treatment and recycling processes and equipment.

DISTINGUISHING CHARACTERISTICS

Operator's with a valid Grade III or higher WW Operator Certificate from the California State Water Resources Control Board, are the advanced journey levels in this class. Incumbents perform the full range of skilled plant operations and maintenance tasks and at any time may oversee the work of lower grade operators. Assignments are varied and require sound judgment and initiative. Incumbents are required to accept standby duty, make process adjustments from a laptop computer or provided electronic device, and/or respond to process problems and equipment malfunctions.

SUMMARY OF DUTIES:

- Under minimal supervision, oversee and participate in the work activities of staff responsible for performing operational duties related to the operation of sewage and recycling processes and equipment.
- Operate and monitor the operation of sewage and recycling processes in order to produce a quality tertiary effluent, consistently meet recycled water distribution requirements and consistently achieve 100% compliance with all applicable local, state, and federal environmental permit requirements.
- Perform all assigned operational duties required to operate the plant efficiently and for responding to emergencies and changing conditions within the plant, including: Daily plant process and equipment inspections; Review of process performance; Process efficiency testing; Process control calculations and spreadsheets; Solids handling and disposal; Maintaining a daily log of operations; Ordering and receiving bulk chemical deliveries; Dissolved Oxygen profile testing; 30-minute settling Sludge Volume Index (SVI) testing; Chlorine residual testing; Turbidity testing; H₂S testing; ambient air

monitoring, Micro-organism examination; and a variety of other test including calibration and maintenance of monitoring equipment.

- Possess and apply knowledge of principles, methods, and techniques for operating pumps, valves, electric motors, diesel engines and electronic, computerized and manual control systems; functions and servicing requirements of the equipment used in a recycling facility; principles, methods, practices and techniques utilized in chemical, bacteriological and biological analyses; relevant federal and state laws and regulations; computer applications related to the work, including modern, state-of-the-art process control and Supervisory Control and Data Acquisition (SCADA) systems.
- Ability to operate a variety of pumping, treatment and control equipment and machinery, including digital control equipment; accurately read meters, gauges, valve books, blueprints and schematic drawings; make mathematic calculations, including metrics; prepare basic records and reports of work performed; operate and maintain hand and power tools pertaining to the work.
- Make adjustments and/or recommend operational changes to maintain and improve treatment efficiency. Record flow and hour meter readings from gauges, graphs, and related instrumentation and make appropriate calculations as required.
- Perform routine and non-routine assigned operational duties.
- Assist with the planning, implementation and monitoring of routine and non-routine assigned operational duties by reviewing operations work schedule, planned operational duties, special projects, and scheduled coordination with contractors.
- Effectively communicate all facts essential to the efficient operation of the reclamation plant and report all operating problems or emergencies immediately to the Operations Supervisor or the Operations Manager.
- Trouble-shoot and report variations in operating conditions, report findings to the Operations Supervisor and make recommendations to address changes, in order to prevent a process imbalance or upset.
- Effectively communicate and interface frequently with other departments and occasionally with regulatory agencies.
- Assist with review and updating of Standard Operational Procedures, (SOP's), Energy Control Procedures (ECP's), Job Safety Analysis (JSA's), confined space inventory, and specialized operational safety procedures.
- Assist in the preparation of reports summarizing treatment plant operational activities, including: Process performance and efficiency; Equipment operation; Work performed; and materials used. Assist in the preparation of a weekly and monthly report detailing unit process efficiencies, flows and cost of operation.
- Identify source(s) of existing or potential operational and mechanical problems with treatment processes, operational procedures and mechanical equipment and work efficiently to correct, troubleshoot and diagnose process and equipment malfunctions.
- Assist with or leads in projects such as: tank dewatering, cleaning operations and preparation of mechanical equipment to facilitate repairs and replacement by the Mechanical Maintenance Department. Clean and consistently maintain assigned treatment plant facilities and equipment.
- Leads and participates in performing housekeeping and maintaining the entire treatment facility.

- Monitors collection system lift stations; inspects collection system lift stations on a regularly scheduled basis; services equipment and machinery in lift stations and reports the need for repairs.
- Inspect the operation of sewage treatment plant including recycling pumps, motors, structures, tanks, and equipment and assist with scheduling and coordination of mechanical work activities with the Maintenance Department for timely and appropriate repair and/or replacement of treatment process mechanical and related equipment. Utilize Computerized Maintenance Management System (CMMS) for the creation of work orders.
- Submit purchase requests for equipment, materials and chemicals within the Agency's system programs and network for the continuous operation of the treatment plant. Monitor spare parts and daily expendables inventory. Assist in ensuring inventory is maintained at an acceptable level via purchase orders. Verify shipments to ensure they are complete and correct then administrate correct storage.
- Possess process treatment knowledge and experience to efficiently, safely, and cost effectively maintains all recycling plant process systems.
- Assist with coordination, scheduling and inspection of contract maintenance work and participate in special operational and maintenance projects including Capital Projects.
- Participate in the development, counseling and training of treatment plant operators.
- May be required to work in various facilities on varying, shifts, nights, weekends, holidays, overtime, on-call duty (Standby Program) and respond to call backs.
- May be required to work alone on weekends and Holidays.
- Work a 4-10 schedule. Incumbent may be required to work any of the District's work schedules including weekends and Holidays. Assigned work shift may be changed from time to time at discretion of the District.
- Respond to emergency situations during off-hours as required. Participate in Emergency Standby Program at the sole discretion of the District.
- Assist in presenting safety topics at the bi weekly department safety meetings.
- Conduct or assist with preparation of plant tours.
- In the absence of the Operations Supervisor, will perform his/her duties.
- Comply with safety work-related practices and attend relevant safety training.
- May be required to serve on the District Hazardous Materials Response Team and respond to emergency situations and/or chemical spills.
- Participate on process teams and committees as required.

QUALIFICATIONS:

- High School graduation or equivalent required. Completion of thirty college level units relating to water/sewage treatment or environmental studies is preferred. Water/Sewage Associate's Degree or equivalent is preferred.
- Three years of experience in the operation of a Grade V wastewater recycling facility, incorporating biological pond treatment, preliminary and primary treatment, Biological Nutrient Removal (BNR) activated sludge treatment, tertiary treatment, membrane treatment, and solids handling facilities, or an equivalent combination of education and experience required.

- Ability to read and interpret standard operating procedures (SOP), blueprints, schematics, operational/maintenance manuals, required facility permits, and follows written and verbal instructions. Hazardous materials response experience is desirable.

License / Certifications Required:

- Depending on assignment, a valid Class 'C' California Driver's License may be required.
- Valid Grade III Wastewater Treatment Plant Operator Certificate issued by the California State Water Resources Control Board required.
- Forty hour Emergency Response, Hazardous Materials Technician Certificate desired.
- Related Collections System Maintenance, Water Treatment, and/or Water Distribution Certifications are desired.

ADDITIONAL INFORMATION:

For a complete job description, please visit:

<https://www.governmentjobs.com/careers/irwd>

For more information regarding our benefits, please visit: <http://www.irwd.com/about-us/retirement-and-benefits>

APPLICATIONS MAY BE FILED ONLINE

AT:

<http://www.irwd.com>

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949-453-5360
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Position #305
OPERATOR III - RECYCLING
OPERATIONS
MB

mbowers@irwd.com

Operator III - Recycling Operations Supplemental Questionnaire

- * 1. What is your highest level of education?
- Did not graduate from high school or receive GED
 - High school graduation or equivalent
 - Some college
 - Associates Degree
 - Associates Degree plus additional college
 - Bachelors Degree
 - Bachelors Degree plus additional college
 - Masters Degree

- * 2. How many college units do you have relating to water/wastewater or environmental studies?
 - No units
 - 1 to less than 15 units
 - 15 to less than 30 units
 - 30 to less than 60 units
 - Associates Degree or 60 units
 - More than 60 units
- * 3. How many years of experience or equivalent combination of education and experience do you have in the operation of a Grade V wastewater recycling facility, incorporating pond treatment, Biological Nutrient Removal (BNR) activated sludge treatment, tertiary treatment and solids handling?
 - Less than one year
 - 1 to less than 3 years experience
 - 3 to less than 5 years experience
 - 5 to less than 7 years experience
 - 7 to less than 9 years of experience
 - 9+ years experience
- * 4. How many years of biosolids handling experience do you have?
 - Less than one year
 - 1 to less than 3 years experience
 - 3 to less than 5 years experience
 - 5 to less than 7 years experience
 - 7 to less than 9 years experience
 - 9+ years experience
- * 5. Are you able to read and interpret standard operating procedures (SOP), blueprints, schematics, operational/maintenance manuals, required facility permits, and follow written and verbal instructions?
 - Yes
 - No
- * 6. What is your highest level of Wastewater Treatment Plant Operator certification?
 - No certification
 - Wastewater Treatment Plant Operator I
 - Wastewater Treatment Plant Operator II
 - Wastewater Treatment Plant Operator III
 - Wastewater Treatment Plant Operator IV
 - Wastewater Treatment Plant Operator V
- * 7. What is your highest level of Collection Systems certification?
 - No certification
 - Collection Systems 1
 - Collection Systems 2
 - Collection Systems 3
 - Collection Systems 4
 - Collection Systems 5
- * 8. What is your highest level of Water Treatment certification?

- No certification
- Water Treatment 1
- Water Treatment 2
- Water Treatment 3
- Water Treatment 4
- Water Treatment 5

* 9. What is your highest level of Water Distribution certification?

- No certification
- Water Distribution 1
- Water Distribution 2
- Water Distribution 3
- Water Distribution 4
- Water Distribution 5

* 10. Do you have any hazardous material response experience?

- Yes
- No

* 11. Can you perform the essential duties of the position with or without a reasonable accommodation?

- Yes
- No

* Required Question