



MOULTON NIGUEL WATER DISTRICT invites applications for the position of:

Wastewater Treatment Plant Operator

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SALARY:	\$34.78 - \$56.36 Hourly
DEPARTMENT:	Wastewater Treatment
OPENING DATE:	04/22/22
CLOSING DATE:	Continuous
SUMMARY:	

All members of our Wastewater Treatment team contribute to our award-winning workplace. Moulton Niguel actively cultivates an environment in which all of our employees can learn, share, and grow. We're not just in the water business, we're in the people business. Please see our Top Workplace video below:



OPEN UNTIL FILLED. THIS POSTING MAY CLOSE AT ANY TIME ON OR AFTER THE FIRST APPLICATION REVIEW DATE OF 5/9/2022.

Wastewater Treatment Plant Operator I: Under the general supervision of a certified Senior Wastewater Treatment Plant Operator, or Wastewater Treatment Plant Operator II, the Operator I operates, monitors and maintains plant equipment including electric motors, pumps, bar screens, grit collectors, air compressors, gas flares, conveyors, and related equipment to control unit processes; monitors and controls wastewater flow; performs adjustments and repairs to plant equipment; collects samples for laboratory testing; and performs maintenance duties. This is the skilled-level classification in the job series. Incumbents perform the full range of skilled duties. Assignments may encompass a variety of tasks, and may seldom require detailed instructions. Must exercise sound independent judgment within established guidelines and show initiative. This is the skilled-level classification in the job series. Incumbents perform the full range of skilled duties. Assignments may encompass a variety of tasks, and may seldom require detailed instructions. Must exercise sound independent judgment within established guidelines and show initiative. (\$34.78 - \$44.52 per hour, DOQ) Pay range subject to a 2% cost-of-living-adjustment (COLA) effective June 18, 2022.

Wastewater Treatment Plant Operator II: Under direction of a certified Senior Wastewater Treatment Plant Operator, the Operator II oversees and participates in the more complex and difficult work of staff responsible for operating, monitoring, and maintaining plant equipment including electric motors, pumps, bar screens, grit collectors, air compressors, gas flares, conveyors and related equipment to control unit processes; ensures wastewater treatment plant

operates within regulatory guidelines; performs adjustments and repairs to plant equipment; collects samples for laboratory testing; and performs maintenance duties. This is the journey-level classification in the job series. Incumbents perform the more complex assignments and specialized tasks in the crew, requiring greater knowledge of crew responsibilities and District programs gained through experience and/or training and education. Incumbents must have the ability to train and lead staff. Assignments are varied and require sound independent judgment and initiative. (\$39.13 - \$50.09 per hour, DOQ) Pay range subject to a 2% cost-of-living-adjustment (COLA) effective June 18, 2022.

Senior Wastewater Treatment Plant Operator: Under the general supervision of the Wastewater Treatment Plant Supervisor or Superintendent of Wastewater Operations, the Senior Wastewater Treatment Plant Operator shall act as the Designated Operator-in-Charge (DOIC) as necessary; leads, oversees and participates in the work of staff responsible for operating, monitoring and maintaining plant equipment, including electric motors, pumps, bar screens, grit collectors, air compressors, gas flares, conveyors and related equipment to control unit processes; performs the more complex and advanced operator functions; provides training, field direction and guidance on complex construction shutdowns; and ensures wastewater treatment plant operates within regulatory guidelines. This is the advanced foreman-level, working-lead class in the job series. Incumbents provide first-line direction, technical assistance and training to the assigned crew. Incumbents are responsible for assisting the supervisor and superintendent in formulating and developing crew goals and objectives, supervising assigned personnel and directing day-to-day activities. Duties and responsibilities are carried out with considerable independence within the framework of established policies and procedures. The work of this class involves accountability and decision-making responsibilities. (\$44.03 - \$56.36 per hour, DOQ) Pay range subject to a 2% cost-of-living-adjustment (COLA) effective June 18, 2022.

ESSENTIAL FUNCTIONS:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific duties does not exclude them from the position.

Wastewater Treatment Plant Operator I:

1. Perform assigned treatment plant rounds inspecting, monitoring and documenting plant operations in a shift log of unit operations by reading plant equipment gauges, dials, graphs and other instrumentation.
2. Operate plant equipment including electric motors, pumps, bar screens, grit collectors, air compressors, gas flares, conveyors and related equipment to control unit processes such as raw sludge, activated sludge, dissolved air flotation, scrubbers, to regulate the flow of wastewater through the treatment plant; ensure compliance with all local, state, and federal laws, rules, and regulations.
3. Monitor and control wastewater flow and plant processes to ensure efficient and safe operation and compliance with permit requirements; perform sight and sound inspections of equipment; take readings of meters and gauges; collect wastewater and sludge samples for analysis; may perform simple laboratory tests; adjust processes within authorized parameters, including plant flow, sludge pumping cycles and chemical addition units.
4. Clean work area by hosing down skimmers, catwalks, digesters and stairs; clean grit bins, screen bins, pump rooms, dewatering area, tunnels and general facilities; perform general plant maintenance including cleaning, rolling of hoses, sweeping and removal of trash and debris; maintain work area to ensure safety and order.
5. Perform routine maintenance of machinery or equipment such as tightening a packing gland to stop a leak, lubricating equipment, etc.; report need for mechanical and/or electrical repairs; initiate work orders and requests for maintenance repairs as necessary; perform emergency repair work on plant operation equipment, as directed, or assist other departments with repairs.
6. Respond to maintenance and construction requests to facilitate the operation of equipment; perform isolations, shut-downs, tag-outs and start-ups of plant operation equipment before and after testing, maintenance and emergency repairs are performed.
7. Record data related to plant operation processes, including digester temperatures, sludge density, blanket levels and dissolved oxygen reading; complete daily operating logs of

routine and unusual operating or maintenance conditions encountered and any repair work performed.

8. Read and review a variety of pertinent data connected with plant operations including logs of previous shifts, lab reports, emails, status boards and bulletin boards.
9. Receive and store supplies, such as: polymer, ferric chloride, sodium hypochlorite, equipment and parts necessary for plant operations.
10. Operate a variety of equipment and tools necessary to maintain the wastewater treatment plant system and equipment.
11. Learn and implement safety rules, regulations and emergency procedures; maintain security of plant facilities.
12. Provide guidance and training to Operators-In-Training.
13. Work varying shifts, nights, weekends, holidays, overtime and respond to call backs.
14. Respond to emergencies during and after work hours consistent with the Incident Command System (ICS), Standardized Emergency Management System (SEMS), and National Incident Management Systems (NIMS).
15. Ability to successfully accomplish standard operating procedures as assigned by supervisor.
16. Actively collaborate with other District departments, governmental agencies, contractors, and consultants regarding wastewater operations; coordinate work with other sections, departments and other agencies to avoid disruptions in service.
17. Work independently, exercise independent judgment and take initiative while inspecting and attending to plant operation in a timely manner; perform a wide variety of tasks relative to the operations and maintenance of assigned facilities and systems.
18. Performs other duties as assigned.

Wastewater Treatment Plant Operator II:

1. Train and mentor the Operator-In-Training and Operator I.
2. Participate in the development and implementation of enhancement, improvements, and upgrades to the recycled water and wastewater SCADA displays and configurations.
3. May be responsible for planning, organizing, and overseeing assigned operations functions of an assigned shift and/or area of responsibility within the plant.
4. Provide technical direction and training to employees involved in the operation and control of wastewater through the treatment plant; work with the Sr. WWTP Operator to formulate work plans; delegate tasks to be performed and monitor performance.
5. Participate in the development of goals and objectives for wastewater treatment operation activities; gather and analyze data; develop a variety of reports.
6. Maintain, compile, and update a variety of plant operations logs, reports and lists including round sheets, spreadsheets, monthly summaries, data sheets, timesheets, overtime reports, spill reports, odor complaint reports, standby lists, emergency notification lists, shutdown lists, and equipment lists; gather data for Monthly Summary of Operations and submit to Sr. WWTP Operator.
7. Attend meetings and trainings as necessary; maintain current knowledge and understanding of treatment plant processes.
8. Provide technical direction to less experienced Plant Operators and may provide supervision in absence of Sr. WWTP Operator.

Senior Wastewater Treatment Plant Operator:

1. Provide technical direction and supervision to less experienced Plant Operators.
2. In the absence of the Wastewater Treatment Plant Supervisor and Superintendent of Wastewater Operations, shall act as the Designated Operator-in-Charge (DOIC).
3. Assist in the preparation of the O&M and capital budgets, providing support and suggested feedback.
4. Assist with invoice processing and approvals concerning equipment, materials and maintenance needed at a wastewater treatment plant facility.
5. Assist in following all regulations concerning wastewater quality, includes record keeping, reporting and implementing regulatory changes; represent the District in outside meetings concerning wastewater quality and operations.
6. Has a full understanding of all preventative and reactive maintenance within the department; assist with creating and maintaining forms for tracking scheduled work to be performed for each asset.
7. Estimate time, materials, and equipment required to complete assigned projects.

8. Verify the work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications; ensure adherence to safe work practices and procedures.
9. Demonstrate the ability to lead and direct daily activities by providing first-line direction, technical assistance and training to the assigned crew.

QUALIFICATIONS:

One single guiding principle in every search for new Moulton Niguel Water District team members is identifying those applicants that are humble, motivated, and hard-working. Moulton Niguel expects new team members to uphold its workplace culture of an environment in which all employees interact with co-workers, supervisors, and the public in a positive, cooperative, and supportive manner.

Any combination of education and experience that would likely provide the required knowledge, skills and abilities (KSAs) may be qualifying. A typical way to obtain the KSAs is:

Wastewater Treatment Plant Operator I:

1. High school diploma or equivalent certificate supplemented by specialized training in wastewater treatment plant operations or a related field.
2. One (1) year of experience performing duties at a level comparable to an Operator-In-Training with the District, and as established by the California State Water Resources Control Board.
3. Ability to take direction and follow through on one's own to complete assigned duties.
4. Possession of a California State Water Resources Control Board (SWRCB) Wastewater Treatment Plant Operator Grade I certificate; Grade II is desirable.
5. Must possess a valid California driver's license and maintain a safe driving record.

Wastewater Treatment Plant Operator II:

1. Meet the minimum qualifications of a Wastewater Treatment Plant Operator I.
2. Three (3) years of experience in wastewater treatment plant operations including at least two (2) years of experience at a level comparable to a Waste Water Treatment Plant Operator I with the District.
3. Possession of a California State Water Resources Control Board (SWRCB) Wastewater Treatment Plant Operator Grade II certificate; Grade III is desirable.

Senior Wastewater Treatment Plant Operator:

1. Meet the minimum qualifications of a Wastewater Treatment Plant Operator II.
2. Four (4) years of experience in wastewater treatment plant operations including at least two (2) years of experience at a level comparable to a Waste Water Treatment Plant Operator II with the District.
3. Possession of a California State Water Resources Control Board (SWRCB) Wastewater Treatment Plant Operator Grade III certificate; Grade IV is desirable.

PHYSICAL QUALIFICATIONS:

Position requires the ability to work in a field environment, in confined spaces, and around machinery; ability to frequently walk/stand for extended time periods and to climb/descend ladders; must have vision and finger dexterity for eye-hand coordination to access, enter and retrieve data using a computer keyboard or calculator and to operate a variety of hand and power tools; ability to lift, carry, push, and pull equipment and parts weighing up to 80 pounds with the use of proper equipment; ability to bend, stoop, kneel, reach and climb to perform work and inspect work sites; must have hearing and speech sufficient to communicate in person and over the telephone or radio; ability to work in an environment that could produce exposure to dust, dirt, significant temperature changes and chemicals such as, but not limited to, polymer, ferric chloride, sodium hypochlorite, etc.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.mnwd.com>

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