



CLASSIFICATION NO. 853  
Established 5/24  
FLSA: Non-Exempt  
EEO: 7

## **WASTEWATER PLANT OPERATOR TRAINEE**

### **CLASS CHARACTERISTICS**

Under close supervision, to learn, and assist in the inspection, monitoring and process control of a wastewater treatment plant; to clean and maintain wastewater plant facilities; to learn to participate as a member of a self-directed work team overseeing plant operations; and to do other work as required.

### **DISTINGUISHING CHARACTERISTICS**

Clackamas Water Environment Services (WES) produces clean water, protects water quality, and recovers renewable resources. WES provides wastewater services, stormwater management, and environmental education, which protects public health and supports the vitality of communities, natural environment, and economy. WES operates and maintains five resource recovery facilities, 23 pumping stations, and more than 360 miles of pipes within Clackamas County.

The Wastewater Plant Operator Trainee is an entry-level, training classification. Incumbents receive instruction from and assist higher-level Operators who are responsible for plant operations. The Trainee assists with and learns to perform the full range of Wastewater Operator 1 tasks under the instruction of a higher-level Wastewater Plant Operator and as an active participant in a training program. Trainees are typically expected to progress to the next level of the Wastewater Operator series within 18 months of hire. The Trainee may be assigned to rotate between multiple treatment plants as part of their training.

The Wastewater Plant Operator Trainee differs from the Wastewater Plant Operator 1 which has working knowledge of plant processes and operations and is further distinguished by the level of certification received from the state. The Wastewater Plant Operator series differs from the Field Operations Technician series which is responsible for the inspection, repair, operation, and maintenance of pipes, structures, vegetated facilities, and other sanitary and stormwater systems.

### **TYPICAL TASKS**

Duties may include but are not limited:

1. Learns and assists in the operation of equipment used in the preliminary, primary, secondary, tertiary and solids treatment of wastewater; learns to operate, inspect, clean, adjust, calibrate and monitor equipment and instruments and make minor repairs.
2. Learns and assists in the monitoring and operation of the wastewater treatment process in accordance with permit and process control standards; measures biological and chemical

levels and liquid flow; measures inventories of process; troubleshoots and resolves process problems.

3. Learns and assists in collecting liquid and solid waste samples; learns to perform standard and non-standard biological and chemical tests for troubleshooting or research work; records results.
4. Learns and assists in taking and recording process lab and flow readings; enters and downloads data to recordkeeping systems.
5. Learns how to keep assigned area(s) clean and hazard-free; uses safe work practices and follows established safety policies and procedures.

### **REQUIRED KNOWLEDGE AND SKILLS**

Some knowledge of: Basic wastewater treatment and operations; safe work practices in an industrial and/or wastewater setting; occupational and health safety practices, rules and regulations; basic math; English grammar, spelling and punctuation; standard office equipment, use of computers, computer applications and mobile devices.

Skill to: Take direction and continuous feedback; establish and maintain professional effective working relationships with customers, contractors, County employees and the public; communicate effectively, both orally and in writing; follow instructions; participate as a team member; represent the County professionally; keep accurate records and logs; use computers and related software; operate basic hand tools.

### **WORKING CONDITIONS**

Duties require physical labor, including walking, reaching, squatting, kneeling, bending, balancing, climbing, shoveling, fine motor control, and ability to lift up to 50 pounds, carry, and push/pull up to 70 pounds. Duties also involve exposure to bacteria, viruses and toxins in wastewater, chemicals, exhaust fumes and dust, loud noises, and vibration. Some duties involve exposure to adverse weather conditions and hazardous locations, such as streets, live sewers, confined underground areas and on elevated platforms.

### **MINIMUM QUALIFICATIONS**

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

**Experience:** None required.

**Education:** A High School Diploma, GED certificate or equivalent is required in order to obtain a State of Oregon certification as a Wastewater Treatment Provisional Grade 1 Operator.

**Licenses/Certifications:** None required.

## **PRE-EMPLOYMENT REQUIREMENTS**

Must pass a post-offer, pre-employment drug test.

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license and possess and maintain an acceptable driving record throughout the course of employment.

## **POST-EMPLOYMENT REQUIREMENTS**

Certification by the State of Oregon as a Wastewater Treatment Provisional Grade 1 Operator within six (6) months of hire.

Forklift Certification within 90 days of hire.

## **OTHER INFORMATION**

The Wastewater Plant Operator series is part of a promotional career path within Clackamas Water Environment Services. Incumbents in the Wastewater Plant Operator Trainee classification may be promoted to a Wastewater Plant Operator 1 classification upon successful completion of an approved training and development plan. Possession of the required certification, knowledge, skills and abilities at the higher level must be documented in an approved promotional evaluation and the established training plan.