

Civil Division: Villages
Jurisdictional Class: Competitive
Non-Competitive (part-time)
EEO Category: Skilled Workers
Revised: 10/07/10

ASSISTANT WASTEWATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class assists in the overall operation and maintenance of a wastewater treatment plant during an assigned shift. The Assistant Wastewater Treatment Plant Operators serve in place of the Wastewater Treatment Plant Operator in his/her absence. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Starts and stops pumps, motors, air compressors and related machinery and equipment;
Makes minor repairs to machinery and equipment;
Records readings from meter and gauges;
Adds chlorine to sewage;
Takes samples of sewage for testing;
Makes necessary tests for control of plant operation;
Assumes charge of the shift, if the Wastewater Treatment Plant Operator is absent;
Helps in general cleaning and custodial duties at the plant.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of the practices used and the equipment required in the operation and maintenance of a wastewater treatment plant, with facilities for the activated sludge process (including all modifications); working knowledge of the principles and applications of physics, chemistry and bacteriology, as applied to wastewater treatment and disposal; skill in the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to read, understand and record data from gauges, scales and meters; ability to make routine laboratory and field tests for control of plant operation; mechanical aptitude; alertness and dependability.

MINIMUM QUALIFICATIONS: Either:

1. **Activated Sludge Plant whose designated plant point score is 76 points or greater:**

GRADE 3A OPERATORS: Either:

- (A) AAS degree from a regionally accredited or NYS registered university or college in a NYSDEC approved curriculum; **OR**
- (B) AAS degree from a regionally accredited or NYS registered university or college, **AND** eighteen (18) months operating experience at a wastewater treatment plant; **OR**
- (C) AA degree with thirty (30) credit hours of math and/or science from a regionally accredited or NYS registered university or college, **AND** eighteen (18) months operating experience at a wastewater treatment plant; **OR**

continued...

MINIMUM QUALIFICATIONS (cont'd):

- (D) Graduation from high school or possession of a high school equivalency diploma **AND** three (3) years operating experience at a wastewater treatment plant; **AND**

Completion of an appropriate approved course by the Commissioner, Department of Environmental Conservation; **AND**

Eighteen (18) months operating experience at an activated sludge wastewater treatment plant with a point score of 56 or greater, and the ability to perform necessary tests.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for a Grade 3-A certificate issued by the NYS Department of Environmental Conservation at time of application. Possession of the certificate at the time of appointment.

MINIMUM QUALIFICATIONS:

2. Activated Sludge Plant whose designated plant point score is 56-75 points:

GRADE 2A OPERATORS: Either:

Graduation from high school or possession of a high school equivalency diploma; **AND**

Completion of an appropriate approved course by the Commissioner, Department of Environmental Conservation; **AND**

Twelve (12) months operating experience at an activated sludge waste-water treatment plant with a point score of 31 or greater and the ability to perform necessary tests.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for a Grade 2-A certificate issued by the NYS Department of Environmental Conservation at time of application. Possession of the certificate at the time of appointment.

MINIMUM QUALIFICATIONS:

3. Activated Sludge Plant whose designated plant point score is 31-55 points or 30 points or less:

GRADE 1A OPERATORS: Either:

Graduation from high school or possession of a high school equivalency diploma; **AND**

Completion of an appropriate approved course by the Commissioner, Department of Environmental Conservation; **AND**

Six (6) months operating experience at an activated sludge wastewater treatment plant with a point score of 31 or greater and the ability to perform necessary tests.

continued...

MINIMUM QUALIFICATIONS (cont'd):

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for a Grade 1-A certificate issued by the NYS Department of Environmental Conservation at time of application. Possession of the certificate at the time of appointment.

NOTE: Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

Adopted: 03/02/82
Revised: 07/03/97; 10/07/10