



## **Integrated Operator Series**

**Integrated Operator in Training – Range 32**

**Integrated Operator I – Range 36a & 36b**

**Integrated Operator II – Range 42a & 42b**

**Integrated Operator III – Range 49a & 49b**

**Integrated Operator IV – Range 55a & 55b**

*Class specifications are intended to present a descriptive list of the range of duties performed by an employee in this class. Specifications are not intended to reflect all duties performed on the job.*

### **Job Summary**

Under direct and indirect supervision, inspects, monitors, and operates water, wastewater, and water recycling treatment, filtration, distribution and production system processes and equipment necessary to maintain a safe and adequate supply of integrated resources, and does related work as required. Ensures that the District maintains full compliance with all federal, state, and local regulatory, environmental and safety requirements.

**Essential Duties and Related Responsibilities** - *The duties listed below are intended only as illustrations of the several types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.*

- Will operate and cross-train between the District's wastewater treatment plant, drinking water filtration facility, recycled water distribution system, and drinking water distribution system.
- Inspects, monitors, adjusts and controls primary, secondary and tertiary wastewater treatment plant processes, including solids handling processes, and related equipment, including valves, meters, gauges, controllers, pumps, motors, and process blowers; collects wastewater samples; may perform basic laboratory duties; checks pumps and motors for vibrations and proper operation; learns to read and interpret engineering drawings; performs plant maintenance and housekeeping duties, and does related work as required.
- Inspects, monitors, adjusts and controls various water production and surface water treatment facilities and equipment, including valves, meters, gauges, pumps, motors and controllers; gathers water level and production information; operates wells and booster pumps, treatment plants and chlorination equipment; backwashes filters as needed; checks chlorine residual levels; collects water samples; checks motors and pumps for vibrations;



inspects and adjusts packing on groundwater wells and booster pumps and repack if necessary; lubricates pumps and checks turbine oil levels; cleans intakes of debris; cleans pump houses; and does related work as required.

- Operates extensive drinking water and recycled water distribution systems to ensure adequate supplies are transported to the areas of demand.
- Obtains required certifications to be eligible to take standby call for the operation of District facilities.
- Ensures that all water, wastewater, and recycled water facilities are maintained and operated in such a manner as to meet Cal-OSHA safety standards and to promote the District's safety/loss control program.
- Participates in the District's sampling and control program of all water resources as well as local streams and groundwater.
- In all cases must act in a decisive manner, using good judgment as well as assess problems and situations being able to anticipate needs and evaluate alternatives. Must be able to effectively interpret the policies and objectives of the water, wastewater, and recycled water departments.
- Performs related duties consistent with the above or pursuant to administrative direction, departmental duty statements or as required by law/regulation.
- Collect and interpret system performance data on a regular basis and recommend changes and adjustments to enhance system performance.

Work Schedules - An employee in this classification must be available to work either 8 hour-per-day or 10 hour-per-day shifts. The specific schedule may be adjusted or modified at any time to accommodate District needs. An employee in this classification must also be able to work standby call, weekends and holidays, extended shifts, and respond to emergency situations within 30-45 minutes.

## **Organizational Relationships**

An employee in this series reports directly to the Operation Manager or his/her designee.

## **Educational and Experience Requirements**

Minimum Education - Graduation from an accredited high school or GED equivalency.

Desirable Education - Bachelor's degree in chemistry, biology, microbiology, public health, sanitary engineering, chemical engineering, civil engineering, or environmental engineering with supporting coursework in other scientific related disciplines to expedite operator certifications from the State Water Resources Control Board.

Desirable Experience - One or more years of operational experience in a water filtration facility or wastewater treatment facility to expedite operator certifications from the State Water Resources Control Board.

## Required Certifications and Licenses

The advancement within this series is based on completion of wastewater operator certifications; and water treatment operator certifications. While not required for initial employment, a desirable employee will be able to communicate their plan and intention to obtain a Grade III Wastewater certification and Grade 4 Water Treatment certification.

Water Distribution Certifications are not required but are desirable.

A summary of the advancement methodology is provided below:

If you have a...				Range & Salary Range	
California Wastewater Operator Certification		California Water Treatment Operator Certification		Job Classification Range	Salary Range (\$/Month)
Integrated Operator-In-Training				32	\$3,958 - \$5,195
Grade I	or	Grade T1		36 a	\$4,427 - \$5,811
Grade I	and	Grade T1		36 b	\$4,704 - \$5,811
Grade II	or	Grade T2		42 a	\$5,132 - \$6,736
Grade II	and	Grade T2		42 b	\$5,453 - \$6,736
Grade III	or	Grade T3		49 a	\$5,954 - \$7,814
Grade III	and	Grade T3		49 b	\$6,326 - \$7,814
Grade IV	or	Grade T4		55 a	\$6,658 - \$8,739
Grade IV	and	Grade T4		55 b	\$7,074 - \$8,739

### Integrated Operator-in-Training

- Must obtain a:
  - California Grade I Water Treatment Operator certification; or a
  - California Grade I Wastewater Treatment Plant Operator certification.
- Must possess a valid California Class C Driver's License.



### Integrated Operator I

- Possession of a:
  - California Grade I Water Treatment Operator certification;  
and/or
  - California Grade I Wastewater Treatment Plant Operator certification.
- Must possess a valid California Class C Driver's License.
  - A California Class A Driver's License is optional, but not required.

### Integrated Operator II

- Possession of a:
  - California Grade II Water Treatment Operator certification;  
and/or
  - California Grade II Wastewater Treatment Plant Operator certification.
- Must possess a valid California Class C Driver's License.
  - A California Class A Driver's License is optional, but not required.

### Integrated Operator III

- Possession of a:
  - California Grade III Water Treatment Operator certification ;  
and/or
  - California Grade III Wastewater Treatment Plant Operator certification.
- Must possess a valid California Class C Driver's License.
  - A California Class A Driver's License is optional, but not required.

### Integrated Operator IV

- Possession of a:
  - California Grade IV Water Treatment Operator certification ;  
and/or
  - California Grade IV Wastewater Treatment Plant Operator Certification.  
and
  - California Grade I Laboratory Analyst certification or a Grade I Maintenance Technician Certification.
- Must possess a valid California Class C Driver's License.
  - A California Class A Driver's License is optional, but not required.

## **Knowledge, Skills and Abilities**

### Knowledge of:

- Principles of basic report preparation.
- Occupational hazards and standard safety precautions.

### Skills in:

- Analyzing and solving multivariate problems.
- Communicating with coworkers and a public of diverse backgrounds.
- Multi-tasking and flexible scheduling.
- Utilizing a personal computer and calculator, including MS Excel and MS Word software.



Abilities:

- Ability to operate assigned equipment.
- Ability to communicate effectively orally and in writing and to work effectively with industry, the public, and other District personnel.
- Ability to communicate with others and to assimilate and understand information, in a manner consistent with the essential job functions.
- Ability to make sound decisions in a manner consistent with the essential job functions.
- Ability to meet the physical, mental, and environmental demands of position, consistent with ADA job analysis (attached)

### Physical and Mental Demands

Work Environment. Office environment and outdoor environment with exposure to adverse weather, chemicals, fumes, dust, and noise; some lifting; occasional prolonged periods of standing and driving.

Physical, Mental and Environmental Factors	
<p><u>Standing</u></p> <ul style="list-style-type: none"> <li>• Sitting</li> <li>• Walking level surface</li> <li>• Walking uneven slippery surface</li> <li>• Stair climbing</li> <li>• Reaching</li> <li>• Bending</li> <li>• Use of both legs</li> </ul>	<p><u>Mental Factors</u></p> <ul style="list-style-type: none"> <li>• Stress of emergencies - occasionally</li> <li>• Stress of deadlines - occasionally</li> <li>• Normal work standards stress - occasionally</li> <li>• Ability to work with interruption</li> <li>• Concentrate for long periods of time</li> <li>• Reading</li> <li>• Interpreting codes, laws, policy</li> <li>• Calculating, perform routine math process</li> <li>• Memorize &amp; recall objects, people – frequently</li> <li>• Analyze problems &amp; generate alternatives</li> </ul>
<p><u>Motion/Dexterity</u></p> <ul style="list-style-type: none"> <li>• Wrist/arm motion</li> <li>• Grasping/holding</li> <li>• Use of both hands</li> </ul>	<p><u>Environmental Factors</u></p> <ul style="list-style-type: none"> <li>• Exposure to sun</li> <li>• Work above ground level (ladders)</li> <li>• Extremes of temperature - seasonal</li> <li>• Confined/cramped spaces</li> <li>• Wetness</li> <li>• Dust - occasionally</li> <li>• Vibration - occasionally</li> <li>• Slippery surface</li> <li>• Chemicals</li> <li>• Oil and toxic substances</li> <li>• All weather conditions</li> <li>• Emergency situations</li> <li>• Daytime and Nighttime Work</li> </ul>
<p><u>Lifting Objects</u></p> <ul style="list-style-type: none"> <li>• 16-25 lb. - regularly</li> <li>• 26-40 lb. - occasionally</li> </ul>	<p><u>Other Factors &amp; Issues</u></p> <ul style="list-style-type: none"> <li>• Irregular hours - occasional overtime</li> <li>• Standby Duty required on nights, weekends, and holidays</li> </ul>
<p><u>Carrying/Pushing</u></p> <ul style="list-style-type: none"> <li>• 16-25 lbs. - regularly</li> <li>• 26-40 lbs. - occasionally</li> </ul>	
<p><u>Sensory Awareness</u></p> <ul style="list-style-type: none"> <li>• Color, near, night vision</li> <li>• Use of both eyes</li> <li>• Sense of smell</li> <li>• Normal hearing</li> <li>• Distinguish sounds</li> <li>• Speaking</li> </ul>	

