

**CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION**

ASSISTANT WATER PLANT OPERATOR

DEFINITION:

Under the lead of a Water Plant Operator, to assist in the operation of designated potable water treatment plant equipment on an assigned shift; and to perform related.

DISTINGUISHING CHARACTERISTICS:

This is the sub-journey level class in the Water Plant Operator series. These positions are distinguished from the next higher class, Water Plant Operator, in that Assistant Water Plant Operators typically assist the "in charge" Water Plant Operator in the operation of potable water treatment plant equipment.

*** EXAMPLES OF DUTIES:**

At a potable water treatment plant, assisting the "in charge" Water Plant Operator by:

- Operating and checking the operation of electric service pumps, valves, backup emergency generator, and other water treatment equipment;
- Determining the need and regulating flow of water through plant according to anticipated demand and water quality considerations;
- Performing tests for chlorine residual, pH, alkalinity, turbidity, taste, and odor of water;
- Adjusting and calibrating feed machinery for a variety of chemicals such as lime, activated carbon, chlorine, $KMnO_4$, and other normal treatment chemicals to keep treatment at prescribed standards;
- Observing loss of head and rate of flow indicators on filter controls;
- Operating valves to backwash filters;
- Reading and recording reservoir gauges and meters;
- Taking air and deep water temperature readings and water samples;
- Maintaining operating logs;
- Keeping plant clean and orderly;
- Reporting malfunctioning equipment;
- Calling for maintenance assistance in the event of serious breakdowns;
- Keeping flow and volume records and reports;
- Assisting in conducting plant tours for the public;
- Checking for plant security.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Possession of a Grade III or higher Water Operator's Certificate issued by the State of California Department of Health services. Possession of a valid California Class C Driver's License.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.