



CLASS SPECIFICATION

Date: May 2008

Group: Supervisory

SUPERVISOR OF TREATMENT PLANT OPERATIONS I

ESSENTIAL FUNCTIONS

To supervise and coordinate the entire plant operations and activities of a wastewater reclamation plant.

DISTINGUISHING CHARACTERISTICS

This class differs from the Treatment Plant Operator II class by the responsibility to provide administrative supervision and by the greater authority and broader scope involving routine and emergency plant operations adjustments.

SUPERVISION

Receives direction from an Assistant Superintendent of Treatment Plant Operations or higher. Exercises direct supervision over state certified wastewater treatment plant operators and operators-in-training.

EXAMPLES OF CHARACTERISTIC DUTIES

Job content involves supervising plant operations and inspecting the plant to ensure that all stations are operating properly; supervising, training and evaluating the work performance of subordinates; scheduling, overseeing and participating in routine plant maintenance and recommending or coordinating necessary repairs; checking operating log for proper entries, evaluating laboratory data, charts, computer control systems, and instrument readings; authorizing plant adjustments as necessary to maintain operation within prescribed parameters; serving first in an after hours on-call status for plant emergencies; reporting major problems and suggesting corrective measures; supervising and performing housekeeping duties, training and evaluating the work of operators; approving and maintaining employee

time records; may participate in employees selection procedures; and performing related duties as required.

MINIMUM QUALIFICATIONS

Candidates must possess:

A valid California Class C driver's license **-AND-** the appropriate Wastewater Treatment Plant Operator Certificate issued by the California State Water Resources Control Board **-AND-** One-year experience in the County Sanitation Districts of Los Angeles County performing the duties of a Treatment Plant Operator II or equivalent.

EXAMPLES OF ASSESSMENT CRITERIA

Knowledge of:

Principles of operation and maintenance of sewage treatment plants and equipment including computers; safe work practices; various sewage treatment and sludge processing techniques and the results to be obtained at the various stages; chemical and biological reactions in the treatment process; requirements in various operating permits, principles of supervision and training.

Ability to:

Interpret plant instruments and computer control systems, and evaluate laboratory data to recommend or make proper adjustments; supervise subordinate operators; interact effectively with subordinates and supervisors; operate an assigned treatment plant; maintain records and prepare reports.

PHYSICAL DEMANDS

Typically involves moderate exertion with occasional lifting of objects weighing over 50 pounds. Work often occurs above or below ground level on irregular surfaces or using a ladder to access confined spaces which involves passing an annual medical evaluation.

WORKING CONDITIONS

Frequent exposure to raw or treated sewage, and weather conditions.