THE OPPORTUNITY

The Wastewater Treatment Operator Intern is a training position in the operation and treatment of wastewater. Under direct supervision of a certified operator, performs a variety of duties involved in the operation of a wastewater treatment and recycled water system, and, pump station equipment and facilities. Interns will have the opportunity to receive hands-on training and shadow with staff from the Operations Department based on level of prior experience, education, and certification. Work performed is under direct supervision of an Operator with a Grade II or higher.

Job Functions

- Assist in conducting inspections of wastewater treatment/recycled water and pump station equipment according to established procedures and schedules.
- Read, record, and calculate readings of meters and gauges.
- Assist with the inspection of pumps, motors, generators, and other equipment for proper operation.
- Assist with scheduled preventive maintenance and cleaning of dry/wet wells, tanks, pumps, valves, and other equipment.
- Monitor the addition of chemicals to wastewater/recycled water treatment processes.
- Assist in the removal of blockages; replace worn parts; remove parts to be machined by outside vendors; reassemble equipment.
- Paint equipment and buildings; sweep and wash floors, walls and paved areas; kill and remove weeds; trim plants; pick up debris; water and maintain landscaped areas.
- Notify appropriate staff of electrical and instrumentation malfunctions; assist in requested repairs to motors and equipment.
- Assist in the collection of process control samples.
- Maintain records and logs; perform data entry, as necessary.
- Observe safety precautions regarding wastewater treatment system operations.
- Operate a variety of tools, and equipment used in the operation of the wastewater treatment/recycled water system.
### Requirements and other Qualifications

- Basic materials, methods, and practices used in the operation of wastewater treatment facilities and equipment.
- Basic principles of record keeping.
- Basic mathematical principles.
- Safe driving principles and practices.
- Ability to learn to operate a wide variety of equipment and tools used in wastewater/recycled water treatment system and pump station operation in a safe and effective manner.
- Operate a motor vehicle safely.
- Perform manual labor for extended periods of time in all types of weather.
- Understand and follow oral and written instructions.
- Prepare and maintain accurate and complete records.
- Perform accurate mathematical calculations.
- Communicate clearly and concisely, both orally and in writing.
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.
- Must provide proof of COVID-19 vaccination and comply with SEJPA COVID-19 policies and procedures, all of which may be amended from time to time.
- Expectation that work shift may include hours outside of normally scheduled days/hours.

### Education and Experience

High School Diploma or GED required. Enrollment in college or university studies with major course work in Chemistry, Biology, Engineering, Environmental Sciences, Wastewater/Water Treatment Technology, or closely related field. Any combination of experience and training that provides the required knowledge, skills, and abilities will be considered.

### Application Process

To apply for this opportunity, please visit www.sejpa.org to download and complete an application. Please send a cover letter, resumé, and signed application by email to Abigail Schlenk at schlenka@sejpa.org. Questions regarding this opportunity, can also be sent by email to Abigail Schlenk. Applications will be accepted until the position is filled.