



SAN ELIJO

JOINT POWERS
AUTHORITY

Invites your interest for the position of

Wastewater Treatment Operator Intern

Hourly Rate: \$18.00 per hour



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.

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Phone: (760) 753-6203

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 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.

Must obtain an Operator-In-Training Certificate from the State of California Water Resources Control Board (SCWRCB) within 90 days of internship start date.

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 Susan Cassidy at cassidys@sejpa.org. Questions regarding this opportunity, can also be sent by email to Susan Cassidy. Applications will be accepted until the position is filled.

