

ASSISTANT SHIFT OPERATOR*

DISTINGUISHING FEATURES OF THE CLASS: This is entry-level semi-skilled work performed in a wastewater treatment plant during an assigned shift. The work is performed under the supervision of a Shift Operator, and work guidance (e.g. lead work) may be provided to laboring employees. Incumbents in this position may be required to work during other than regularly scheduled hours and may be required to work rotating shifts. In addition, incumbents may be required to remain on duty at the end of a shift to maintain minimum shift staffing levels. Does related work as required.

TYPICAL WORK ACTIVITIES:

Inspects equipment used in wastewater treatment and disposal processes;
Performs minor repairs and routine preventive maintenance on equipment;
Takes samples of wastewater in order to perform basic testing required by the New York State Department of Environmental Conservation;
Adds chemicals to wastewater;
Performs semi-skilled mechanical and custodial work in maintaining buildings and grounds in the plant area;
Records readings from plant instrumentation, and inputs data into a computer;
Assists, and may act for and in place of Shift Operators in a variety of duties related to the operation of the plant.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the practices, tools and materials required in the operation and maintenance of a wastewater treatment plant and associated buildings; working knowledge of the operation and repair of pumps, valves and related mechanical equipment; ability to read, understand and record data from gauges, scales and meters; ability to understand basic oral and written instructions; ability to perform mechanical procedures; ability to use computer software applicable to wastewater treatment plant operations and maintenance**.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma.

SPECIAL REQUIREMENT: Possession of a valid driver's license appropriate to the kind and size of vehicle to be driven.

*This is a retitling of Assistant Shift Operator (Water Pollution Control Plant)

**To be demonstrated during the probationary period.

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Competitive