

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

Policy Handbook

POLICY TITLE: Job Description – Facilities Operator

POLICY NUMBER: 2330

2330.10 Description. Under supervision of the General Manager and/or the Operations and Maintenance Manager, the Facilities Operator: operates backhoes, snow removal equipment, and performs a variety of unskilled and semi-skilled tasks in facility construction, maintenance, operation and repair; assists in equipment maintenance and repair, and in general yard and shop work; assists in construction and maintenance of District property and infrastructure; and, shares standby and emergency responsibilities with other field personnel.

2330.20 Required Qualifications. He/she must have sufficient formal or informal education to assure the ability to read and write and perform math calculations at a level required for successful job performance. He/she shall possess the skills necessary to efficiently use a computer and software to prepare data spreadsheets, perform word processing, perform Internet research, and utilize email communication. At the time of appointment, he/she shall possess and maintain the following licenses and certificates:

- 1) State of California Drivers License
- 2) State Water Resources Control Board (SWRCB) Grade I Wastewater Treatment Plant Operator certificate
- 3) Department of Health Services (DHS) D1 Distribution Operator certificate
- 4) Department of Health Services (DHS) T1 Water Treatment Plant Operator certificate

2330.30 Desirable Qualifications. He/she should have knowledge of: operation and use of a variety of light and moderately heavy motorized and power construction equipment; and, methods and materials used in water and wastewater facilities construction, maintenance and repair. He/she should have the ability to: skillfully use a backhoe and other equipment in the construction, maintenance and repair of water and wastewater facilities; perform a variety of semiskilled work in general construction and maintenance; perform strenuous manual labor, often in inclement weather; possess a valid S.W.R.C.B. Grade II Wastewater Treatment Plant Operator certificate, a D.H.S. Grade D2 Distribution Operator certificate, and a D.H.S. T2 Water Treatment Plant Operator certificate.