

APPLICATION INSTRUCTIONS
WASTEWATER OPERATIONS AND MAINTENANCE

Central Weber Sewer Improvement District (CWSID) is seeking a qualified applicant for an operations and maintenance position. A complete application will include the following components:

1. Job Requirements Review
2. Pre-test questions survey
3. CWSID Employment Application

Applications will be received until **5:00 PM** on **June 10, 2022**.

EMPLOYMENT INFORMATION

Central Weber Sewer Improvement District is seeking qualified applicants for the position of Plant Operations and Maintenance. This position is a full-time, day-shift position. CWSID is an at will employer that has been in existence since 1956. Our compensation is competitive and for this position can range from \$21.00 to \$41.34 per hour, based on experience and qualifications. Benefits are also competitive and include: health insurance (based on Utah's Public Employee Health Program, PEHP), retirement (based on Utah Retirement Systems, URS), vacation, sick leave, and on-the-job and off-site job training opportunities for relevant skills.

Primary responsibility will be related to the maintenance and operation of a wastewater treatment system as well as specific duties related to wastewater treatment processes including chlorine handling. Wastewater treatment certification (Grade IV), backhoe operation, Class B CDL, apprentice electrician, and basic maintenance skills are desirable. High School Diploma or GED required. Must be a Grade I Certified Wastewater Treatment Operator within one year of date of employment. The successful candidate must be able to pass a physical examination, background check and drug screening prior to employment.

Complete job descriptions and applications can be obtained from the District Office. **Contact Paige at 801-731-3011** with questions.

***JOB REQUIREMENTS REVIEW
WASTEWATER OPERATIONS AND MAINTENANCE***

Central Weber Sewer Improvement District (CWSID) is seeking a skilled operations and maintenance candidate. The position will be primarily responsible to operate and maintain a specific subset of process areas in coordination with a team of maintenance and operations personnel. The following general responsibilities may apply:

- Monitoring and maintenance of process equipment, electrical controls, valves, conveyors, belt presses, and pumps. Performs routine maintenance activities, monitors malfunctioning processes and resolves problems.
- If Operator V, may act as direct responsible charge (DRC) project leader.
- Performs duties dealing with the operation and/or maintenance of preliminary treatment, primary sedimentation, trickling filters, activated sludge, solids handling, chlorinating operations, and building maintenance.
- May be assigned special related responsibilities under direction of the General Manager, Technical Director and/or Supervisor.
- Cleans assigned areas and maintains cleanliness in these areas.
- Monitors and makes process changes in the plant controls system including SCADA as necessary.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. CWSID is seeking candidates with specific areas of expertise to fill existing needs.

In order to fulfill the job duties the following are minimum requirements:

- Able to perform moderate physical activity. Occasional requirement for lifting 50 pounds.
- Able to work safely with potential exposure to the following conditions: confined spaces, high voltage equipment, dust, heat, cold, dampness, disagreeable odors, noise, heights, unknown levels of pathogenic bacteria and other environmental aspects which may be considered unfavorable or disagreeable. Potential exists for exposure to hazardous chemicals and gases including chlorine and ammonia. Employees are to follow prescribed safety and hygienic procedures.
- Graduation from high school and two (2) years of experience in a wastewater operation or any equivalent combination of education and experience; must be certified Grade I operator within one year of employment. Education may substitute for 2 years of experience.
- Experience working with electrical equipment in a wastewater facility.
- Must possess a valid Utah driver's license.
- The successful candidate must be able to pass a physical examination, background check and drug screening prior to employment.

The following items are not required but are preferred:

- Certified Grade IV wastewater treatment operator in the State of Utah.
- Class B CDL.
- Apprentice Electrician.
- Experience maintaining wastewater equipment such as rebuilding pumps, repairing flow meters, etc.

I have read and understand the information above:

Applicants Signature: _____ Date: _____

SURVEY QUESTIONS

PLANT OPERATIONS AND MAINTENANCE

The following questions are intended to provide the application reviewer some understanding of the applicant's understanding of the job and experience. Choose the most correct answer and/or write necessary explanations in the space provided. This testing part of the application will be evaluated based on completeness, correctness, and demonstration of experience based on the responses provided.

1. Supervisory Control and Data Acquisition (SCADA) is a common name for the automation system used to monitor and control the plant through a computer terminal. Effective use of this system includes the following aspects:
 - a. Visiting all the individual SCADA terminals hourly to ensure they are operating correctly.
 - b. Regularly performing tests by changing process set-points and variables.
 - c. While performing other tasks, regularly monitoring systems and dealing with incoming alarms as soon as possible,
 - d. Staying in the control room at all times in case any alarms come in.

2. What is required to work safely in a permit required confined space?

3. The following pollutants in wastewater are NOT commonly treated by either removal or conversion to a less harmful substance:
 - a. Pathogens
 - b. Solids
 - c. Phosphorus
 - d. Copper

4. A thermal mass flow meter outputs an analog signal in a range of 4 mA to 20 mA. The instrument is set up to measure flow in the range of 0 scfm to 1000 scfm. Using a portable meter you measure the analog output as 12 mA. The display should read:
- a. 500 scfm
 - b. 1000 scfm
 - c. 1200 scfm
 - d. It is not possible to know this from the information provided

5. When working on any type of mechanical wastewater equipment for the first time, what is the first thing that you should do?

6. List these processes in order of treatment:
- a. Disinfection
 - b. Aeration basins
 - c. Dechlorination
 - d. Grit removal
 - e. Metal salt addition (for phosphorus removal)
 - f. Secondary clarifiers
 - g. Bar screens
 - h. Primary clarifiers

7. What is the most important part of operating a wastewater treatment facility?

8. What frequency is typically used in America for A/C power?

9. How many conductors are required for 480V 3-phase power?

10. What is a PLC and what does it do in a wastewater facility?

CENTRAL WEBER SEWER IMPROVEMENT DISTRICT

Employment Application



APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone ()	Email Address		
Date Available	Desired Salary		
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If so, when?	

EDUCATION			
High School		Address	
From:	To:	Did you Graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From:	To:	Did you Graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From:	To:	Did you Graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From:	To:	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From:	To:	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From:	To:	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE

Branch	From:	To:
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment I understand that false or misleading information in my application or interview may result in my release.

Signature	Date
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