

APPLICATION INSTRUCTIONS

WASTEWATER TREATMENT OPERATOR

Central Weber Sewer Improvement District (CWSID) is seeking a qualified applicant for the position of Wastewater Treatment Operator. A complete application will include the following components:

1. Job Requirements Review.
2. CWSID Employment Application
3. Pre-Test Questions Survey

Applications will be accepted until job is filled.

EMPLOYMENT INFORMATION

CWSID seeks to maintain a safe, challenging, steady, and positive work environment. This position is a full-time, rotating-shift position, which will include working nights and weekends. CWSID is an at will employer that has been in existence since 1956. Benefits are 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 offsite job training. Our compensation is competitive and for this position can range from \$21.63 to \$32.00 per hour based on experience, certification level, and qualifications. Training and education will be provided to aid in employee certification and development of necessary job skills.

Primary responsibility will be related to the operation of a wastewater treatment system as well as specific duties related to wastewater treatment processes including chlorine handling. Wastewater treatment certification, backhoe operation, Class B CDL, apprentice electrician, and basic maintenance skills are preferred. High School Diploma or GED required. 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 TREATMENT OPERATOR

The Wastewater Treatment Operator position is a rotating shift operator position. The position is responsible to operate the plant with limited supervision. The operator works with a team of rotating shift operators to operate on a shared rotating shift that includes days, nights, weekends, and holidays.

Operation tasks include but are not limited to the following:

- Monitors the plant SCADA system, gauges, meters and controls.
- Operates process equipment, electrical controls, valves and pumps.
- Records readings and produces reports for next shift and maintenance staff.
- Performs duties in collections, preliminary treatment, primary sedimentation, trickling filter, activated sludge, sludge processing, and chlorinating operations. Recognizes changes in normal operations environment, determines causes and resolves.
- Participates in chlorine offloading.
- Cleans assigned areas and maintains cleanliness in these areas. Performs occasional area and building maintenance such as snow removal.
- Assists maintenance personnel during maintenance activities.

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. In order to fulfill these 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. Employees are to follow prescribed safety and hygienic procedures.
- Graduation from high school.
- Must possess a valid Utah driver's license.
- Must be able to work with chlorine gas and including ability to wear a respirator and level A protective gear.
- 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 wastewater treatment operator in the State of Utah.
- Class B CDL.
- 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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