

**Hilton Creek Community Services District**  
**Wastewater Operator II/ Maintenance Technician**

**Date:**

**Position Title:** Wastewater Operator II / Maintenance Technician

**Reports to:** General Manager / Chief Plant Operator

**Wage:** \$33.43 to \$40.64

**Position Summary:**

Under supervision of the General Manager and/or Chief Plant Operator or above this position learns operational and maintenance activities for the Hilton Creek Community Services District wastewater treatment plant, sewer collection system, sewer lift station, road maintenance for the Juniper Drive loop, and other related duties as assigned. Ability to advance within the salary range and/or promote to State Water Resource Control Board Operator III certificate.

**Essential Job Duties:**

- Manage wastewater treatment processes to safely and efficiently meet all regulatory permit requirements.
- Monitors, troubleshoots, and performs repairs on various agency equipment
- Drives agency equipment and vehicles
- Monitor gauges and meters and record meter readings; maintain shift log.
- Observe variations in operating conditions; interpret computer, meter and gauge readings; check, standardize and calibrate instruments, analyzers and chemical feed pumps, start and stop electric driven pumps and motors to control and adjust flow and treatment processes.
- Cleans wastewater infrastructure, tanks and equipment,
- Collect samples and perform routine laboratory tests and analysis; determine chemical and physical characteristics.
- Inspect plant infrastructure and equipment for proper working order. Prepare and submit work orders for mechanic and/or electrical maintenance attention; perform routine maintenance work.
- Lead or participate in the preparation of reports to various external regulatory agencies, as well as internal divisions and departments.
- Maintain records and documentation; respond to customer questions and complaints; assist in oversight and training of less experienced water treatment operators.
- Performs housekeeping tasks and maintains general cleanliness of agency property.
- Assist with preventative maintenance tasks on agency infrastructure
- Responds to on-call and emergency situations
- Performs related duties as assigned
- Ability to work weekends, holidays, and on-call shifts

- Ability to work in extreme weather including but not limited to excess snow, heat, wind, cold and rain.

**Minimum Qualifications:**

- Current Wastewater Operator II or ability to obtain within 12 months
- Valid California Driver's License
- Ability to operate a full range of equipment commonly found in wastewater treatment plants, including personal computer and common power tools
- Ability to work outside in a variety of weather conditions
- Ability to lift up to 50 pounds
- Ability to work safely in accordance with safety precautions, rules and regulations

**Desirable Skills**

- Electrical and instrumentation experience
- CWEA certifications
- Snow removal experience
- Heavy Equipment Operator
- Higher education with science coursework (please send an unofficial transcript if applicable)

*The Hilton Creek Community Services District does not discriminate against any applicant for employment on the basis of age, race, color, sex, ancestry, national origin, pregnancy, marital status, sexual orientation, sexual identity, religion, military status, medical condition, mental disability, and physical disability.*

*The list of essential job duties contained in this job description is not exhaustive, and may be supplemented as necessary. This position performs other related duties as assigned, some of which may become essential to the position. Any offer of employment for this position is contingent upon receipt of acceptable results from a background investigation and drug screen.*