

**Summary of Duties:** Assists journey-level or skilled workers while receiving training in specialized crafts and skills related to maintenance and operation of equipment found in wastewater treatment plants; and does related work.

**Distinguishing Features:** The class of Plant Equipment Trainee is a temporary training class which provides incumbents with on-the-job training in preparation for promotion into journey-level positions in a skilled craft such as Carpenter, Wastewater Treatment Electrician, Instrument Mechanic, Wastewater Treatment Mechanic, Machinist, Welder, Sheet Metal Worker, Air Conditioning Mechanic, Plumber, Pipefitter, or Wastewater Treatment Operator.

An incumbent of this class performs a variety of tasks under the supervision of a journey-level or skilled worker, is expected to develop the skills necessary to perform increasingly more difficult and responsible work in specific wastewater related positions, and is expected to compete for promotion into one of the specialized classes indicated above.

A Plant Equipment Trainee may be required to complete specialized courses at an approved college or university, trade school or adult school or City operated training facility such as the Human Resources and Development Division Training Facility in the Bureau of Sanitation, obtain appropriate certificates and/or licenses within established limits, and must qualify for promotion into other classes within a period of time determined by the length of the training program in which the trainee is participating, not to exceed five years.

The working conditions for many positions in this class are unpleasant due to the presence of wastewater and its products. Some personal hazards may be involved such as working in high places, around moving machinery, around energized lines and equipment, and in contact with toxic gases and chemicals such as chlorine, sulfur dioxide, or coagulants.

A Plant Equipment Trainee may be required to work nights, weekends, and holidays.

A Plant Equipment Trainee differs from a Craft Trainee in that duties involve the operation and maintenance of specialized wastewater treatment plant equipment and facilities whereas a Craft Trainee's duties involve the

installation, maintenance, and repair of equipment and facilities that are not related to wastewater treatment plants.

Examples of Duties : A Plant Equipment Trainee:

1. Assists and trains with a journey-level Carpenter in work such as the construction and setting of forms for concrete, and building, remodeling, and repairing wooden structures, buildings, and articles at a wastewater treatment plant;
2. Assists and trains with a journey-level Wastewater Treatment Electrician in work such as maintaining and repairing high-voltage switchgear, power generating and distribution equipment, wiring electronic controls and surveillance systems, installing and maintaining plant or lighting and power electrical systems, switchboards, and wiring low voltage systems;
3. Assists and trains with a skilled Instrument Mechanic in field and shop work such as inspecting, testing, servicing, cleaning, adjusting, calibrating, and repairing a wide variety of electrical, mechanical, pneumatic, electronic, and hydraulic instruments and devices;
4. Assists and trains with a skilled Wastewater Treatment Mechanic in installation, maintenance, and repair work on electric, steam and gas powered electricity generating equipment and auxiliaries which requires the knowledges and techniques of several mechanical crafts such as machinist, welder, and boiler mechanic;
5. Assists and trains with a journey-level Machinist who fabricates, repairs, and modifies a wide variety of mechanical components found at a wastewater treatment facility;
6. Assists and trains with a journey-level Welder in heating, welding, brazing, and cutting of ferrous and non-ferrous metal with oxyacetylene or electric equipment in shop and field fabrication, maintenance, and repair work at a wastewater treatment facility;
7. Assists and trains with a journey-level Sheet Metal Worker who performs skilled work in assembly, installation, and repair of sheet metal parts and equipment; and in the maintenance, installation, adjustment and repair of duct work, filters, blowers, and forced-air heating, cooling, and ventilating control devices and systems at a wastewater treatment facility;
8. Assists and trains with a journey-level Air Conditioning Mechanic in the maintenance and repair of air conditioning and refrigeration facilities at a wastewater treatment facility;
9. Assists and trains with a journey-level Plumber in performing skilled plumbing work at a wastewater treatment facility;
10. Assists and trains with a journey-level Pipefitter in performing skilled pipefitting work with industrial pipe systems at a wastewater treatment facility;
11. Assists and trains with a skilled Wastewater Treatment Operator in adjusting automatic and manual controls for, and performing minor preventive maintenance for, a wide variety of valves and equipment which regulate wastewater treatment plant processes;
12. May assist and train for other journey-level or skilled positions at wastewater treatment plants;
13. May occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

**Qualifications:** Incumbents must have the following abilities:

**The ability to:**

1. Develop the necessary skills to perform the duties of the various positions for which training is provided;
2. Make elementary arithmetic calculations;
3. Understand and follow oral and written directions;
4. Communicate in writing sufficient to maintain a daily operating log;
5. Interact successfully with other employees and supervisors at a worksite;
6. Take, record, and interpret readings of meters and gauges.

**Minimum Requirements:** High school graduation is desired by not required. Successful completion of high school or college level courses is also desired but not required.

Because this class has been designated as Safety Sensitive in accordance with City policy, a drug and alcohol screening test may be required prior to appointment.

**License:** A valid California Driver's License may be required upon appointment.

**Physical Requirements:** Must possess the abilities necessary to perform the duties of the targeted promotional position.

A Wastewater Treatment Operator trainee will be required, based on CAL/ OSHA and Departmental Regulations to wear a Self Contained Breathing Apparatus (SCBA) under hazardous and emergency conditions. This is because it is a condition of employment, that all employees who are hired in the class of Wastewater Treatment Operator must ensure they are free from certain types of facial hair and medical conditions so that a SCBA can be worn safely.

Those with medical limitations may be able to perform the duties of some positions in this class with reasonable accommodation. The decision to accommodate someone's limitations will be made on an individual basis and depends on the types of limitations, what the hiring department can reasonably do to accommodate them, and the specific qualifications for the job.

**Fair Labor Standards Act Status:** None of the positions in this class qualify for an exemption from the minimum wage and overtime provisions of the Fair Labor Standards Act.

**As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.**