

<b>Title:</b>	Water and Wastewater Treatment Plant Operator Trainee
<b>Department:</b>	Department of Public Works (DPW)
<b>Location:</b>	Village of Saranac Lake
<b>Jurisdictional Class:</b>	Competitive <sup>1</sup> Class Appointment
<b>Full Time:</b>	40 hours per week
<b>Application deadline:</b>	Until position is filled
<b>Hourly wage:</b>	\$18.70/Hour
<b>Residency:</b>	Residency is waived

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### **DISTINGUISHING FEATURES OF THE CLASS:**

This is a trainee position in the competitive class for which candidates are selected on the basis of general intelligence, basic knowledge of elementary chemistry and general science and mechanical aptitude. Term of appointment is limited to one (1) year, during which time employees should be required to satisfactorily complete the training and experience requirements of the NYS Sanitary Code for certificates appropriate to the plant. This is a trainee position involving responsibility for learning the duties and routines in the operation and maintenance of a water and wastewater treatment plant.

The work is performed under immediate supervision of a qualified operator. The incumbent does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative Only)

- A. Performs study and reading assignments, observes demonstrations and otherwise learns the techniques of operation and maintenance of a water and wastewater treatment plant;
- B. Learns and assists in the operation and adjustment of pumps, valves, screens, and related mechanical equipment;
- C. Learns and assists in the inspection, maintenance and repair of pumps, valve screens, and related mechanical equipment;
- D. Learns and assists in the making of physical tests of water for alkalinity and residual chlorine;
- E. Learns and assists in regulating and adjusting chlorinators and other chemical feeders, washing filters and settling basins;
- F. Cleans channels, screens, tanks and other equipment;
- G. Learns and assists in the preparation and maintenance of activity records and reports;
- H. Performs increasingly responsible duties as assigned in the operation and maintenance of a water and wastewater treatment plant.

### **FULL PERFORMANCE. KNOWLEDGE. SKILLS. ABILITIES. AND PERSONAL CHARACTERISTICS:**

- A. Familiarity with elementary principles of chemistry and general science;

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<sup>1</sup> Competitive: must take and pass an examination and be reachable for appointment (one of the top three candidates).

- B. good general intelligence; good observation; mechanical aptitude;
- C. Ability to learn principles and procedures relating to operation and maintenance of a water and wastewater treatment plant;
- D. Ability to develop skill in the operation and maintenance of pumps, valves and related mechanical equipment;
- E. Ability to get along well with others;
- F. Ability to understand and follow oral and written instructions;
- G. Dependability, tact and courtesy.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a NYS high school equivalency diploma.

**Generous benefits package including NYS Retirement System**

**HOW TO APPLY:**

1. Please send a resume and [application](#) with references to:

Village of Saranac Lake  
Attn: Payroll Department  
39 Main Street  
Suite 9  
Saranac Lake, NY 12983

2. Applications will be accepted until position is filled.
3. The Village will contact perspective applicants to schedule interviews; please do not call the office directly.