



Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, CA 93446

(805) 227-6230 ~ Fax (805) 227-6231

www.heritageranchcsd.ca.gov

EMPLOYMENT OPPORTUNITY

Water Treatment Operator (T3)

Opening Date: April 26, 2021

Closing Date: Until Filled

FLSA: Non-Exempt

SALARY: \$31.62 - \$40.36 / hour*

DEPARTMENT: Operations

Excellent benefits including medical and retirement through CalPERS.

Review of submitted applications may occur at any time.

*Depending on qualifications. Effective July 1, 2021. This opening is for a T3 certification.

THE DISTRICT:

The Heritage Ranch Community Services District (District) provides water and wastewater services within our service boundary, as well as solid waste collection services through a franchise agreement. The District is currently supported by a staff of seven; five in Operations and two in Administration.

The District water source is from Nacimiento Reservoir via intake and treatment facilities downstream of the dam on the southerly bank of the Nacimiento River. The District wastewater discharges to an unnamed drainage tributary to the Nacimiento River and is authorized under a NPDES Permit and Discharge Order.

THE POSITION:

The District is seeking a Water Treatment Operator with water treatment experience. The current opening is for an incumbent that possesses a valid T3 certification at a minimum. Possession of other certifications such as a D2, Grade I Wastewater, or Lab Analyst would be desired but not required.

May serve as the Chief Plant Operator of the Water Treatment Plant. Responsibilities include performing diverse, specialized, and complex work in water treatment with accountability and decision-making responsibility. The incumbent may organize and oversee day-to-day activities of the Water Treatment Plant. Successful performance of the work also requires ability to coordinate inter-departmental and outside agency (regulatory e.g.) work.

EMPLOYMENT STANDARDS:

Qualifications: Knowledge of: principles, practices, equipment, material, and tools used in the operation, maintenance, and repair of water treatment facilities and equipment; applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility; safety practices pertaining to the work; modern office practices, methods, and computer equipment and

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applications related to the work; record keeping principles and procedures; english usage, grammar, spelling, vocabulary, and punctuation.

Education and Experience: Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade and five (5) years of increasingly responsible experience in operation and maintenance of water treatment plant systems, facilities, and appurtenances.

Licenses and Certifications (minimums):

- Possession of a valid California Driver's License by time of appointment; and
- Possession of a valid Grade III Water Treatment Operator Certificate (T3) issued by the California State Water Resources Control Board

Special Requirements: Possession of a valid California Driver's License. Must have and maintain a satisfactory driving record and be insurable to operate District vehicles. Within six months after hire, must reside within a radius to provide for a response time of 30-minutes or less.

SELECTION PROCEDURE:

Applications received by the filing date will be reviewed for accuracy, completeness, & job-related qualifications. A limited number of persons whose applications clearly demonstrate they most closely meet the requirements will be invited to participate in the selection process. Appointment is subject to successfully passing an oral interview, and background check. A pre-employment physical including drug screening is required. Before starting work, applicants must present documentation of their identity, authorization to work in the U.S., and a valid California Driver's License. The provisions of this bulletin do not constitute a contract expressed or implied and may be revoked without notice.

APPLICATION PROCESS:

A full job description and application may be obtained by email by calling (805) 227-6230, or on our website at www.heritageranchcsd.ca.gov.

Applications must be complete and received in the District Office by US mail or via email to contact.us@heritageranchcsd.ca.gov. Faxes are not accepted. Resumes will not be accepted in lieu of a completed application but may be attached. All statements made on the application are subject to verification; false statements will be cause for disqualification or discharge.

Additional information may be found on our website, www.heritageranchcsd.ca.gov.