

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE: WATER PLANT ASSISTANT**

**TITLE #: 1765**

**DISTINGUISHING FEATURES OF THE CLASS:** This work involves responsibility for manual labor and participation in the routine maintenance and inspection of fixtures and equipment in a water filtration plant. Additionally, the incumbent may perform installation and repairs to equipment associated with a water supply distribution system during the evening and weekend hours. Work is performed under the supervision of the Water Superintendent and does not involve the supervision of subordinates. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Maintains pumps, filters and other Plant equipment;

Takes and records readings from pumps and charts changes;

Patrols reservoir to ensure no trespassing and reports any violations;

Performs custodial work at pump stations and filter plant;

Maintains tools, supplies and equipment assigned to filtration plant maintenance;

Performs grounds maintenance at reservoir, gate house, filter plant and pump stations;

Performs the filling and recording of flocculant chemical at the filter plant;

May read, install and repair meters on an emergency basis;

May assist certified operator in treating reservoir with copper sulfate during algae blooms;

Records customer complaints.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good mechanical and maintenance skills; ability to perform routine manual work; ability to lift; ability to follow oral and written instructions; dependability; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma.

**NOTE:** May be required to possess and maintain a valid driver's license in a class determined appropriate by the appointing authority at time of appointment.

**JURISDICTIONAL CLASSIFICATION:** Non-Competitive

ADOPTED: 2/22/99