

January 10, 2013

TO: City of Lincoln Personnel Board Members

SUBJECT: Personnel Board Meeting
Thursday, January 17, 2013
1:30 p.m., Council Chambers
County-City Building

A G E N D A

ITEM 1: Request to create the following classification:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>PROPOSED PAY RANGE</u>
2024	Public Works and Utilities Assistant Director	M04 (\$77,388.48 - \$129,584.00)

ITEM 2: Request to revise the following classifications:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	
2028	Parking Manager	(M01)
3002	Assistant Fire Chief	(M04)
3008	Battalion Chief	(M02)
3019	Division Chief of Training	(M02)
3024	Division Chief of Maintenance	(M02)
5316	Assistant Water Plant Operator	(N54)
5317	Water Plant Operator	(C28)

ITEM 3: Miscellaneous Discussion.

PC: Joan Ross, City Clerk
Miki Esposito
John Huff
Tom Casady
David Landis

PUBLIC WORKS AND UTILITIES ASSISTANT DIRECTOR

NATURE OF WORK

This is highly responsible professional, technical, administrative and supervisory work assisting in the total operation of the Public Works and Utilities Department for the City of Lincoln.

Work involves assisting the Director of Public Works and Utilities; in organizing, directing and coordinating the activities of the divisions comprising the Department of Public Works and Utilities; in the overall planning, design, construction, operation and maintenance of public infrastructure, facilities and programs; in providing leadership and administration of personnel, programs, projects and activities for the Department; in interacting with other departments, outside agencies, elected officials, the media and the general public; and in assisting in departmental policy and/or procedure development, implementation, assurance and assessment of the effectiveness of the programs and services provided by the Department. Primary emphasis may be given to either public works and transportation or public utilities, as assigned. An employee in the class is expected to be an effective leader, exercise considerable independent judgment and take personal initiative within the framework of established policies, guidelines and requirements. General supervision is received from the Director of Public Works and Utilities.

EXAMPLES OF WORK PERFORMED

Acts for the Public Works and Utilities Director in his/her absence.

Assists the Public Works and Utilities Director in the development and implementation of departmental activities and oversees the administrative aspects of the Department; coordinates with the Public Works and Utilities Director on decisions.

Assists the Director in analyzing budget requests from divisions of Public Works and Utilities; assists in the preparation and presentation of budget to appropriate authorities.

Participates in analysis of statistics on past loads, growth and trends; determines if requests for additional funding or expansion is warranted; maximizes available funds and resources to render efficient and effective outcomes; analyzes data to determine ability to finance projects.

Coordinates interaction between divisions, other City departments, outside agencies, the media and the general public.

Formulates policies and procedures that enable assigned divisions to effectively and efficiently carry out Departmental objectives.

Provides technical advice to the Mayor, City Council and other City departments concerning Public Works and Utilities programs and issues.

Represents the Department at local, state and federal meetings as assigned.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Extensive knowledge of the modern principles and practices of administration as applied to the

planning, design, construction, operation and maintenance of public infrastructure.

Thorough knowledge of the principals and practices of public administration and leadership.

Thorough knowledge of the materials, methods and techniques utilized in the construction, maintenance and operation of public infrastructure projects.

Knowledge of the principles and practices of civil engineering as applied to the development and management of municipal public infrastructure.

Ability to effectively organize, direct and coordinate the activities of assigned divisions of the Public Works and Utilities Department.

Ability to develop both long and short-term plans and programs, make major policy decisions as well as solving complex technical, political and administrative problems.

Ability to establish and maintain effective working relationships with City Officials, other governmental officials and agencies, employees and the general public.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four year college or university supplemented by a Master's Degree in public or business administration, engineering or related field plus extensive experience in municipal public works and utilities programs.

MINIMUM QUALIFICATIONS

Graduation from an accredited four year college or university with course work in public or business administration, engineering or related field plus thorough experience in municipal public works and utilities programs; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

PARKING MANAGER

NATURE OF WORK

This is a highly responsible professional and technical position work managing the public parking garages and lots of the City of Lincoln.

Work involves responsibility for management and oversight of the contractor selected to manage the public parking garages, ~~and lots~~ and on-street parking facilities; selection and management of design consultants and construction consultants for the construction of new ~~garage facilities and parking lots facilities~~; establishment of recommended user fees; coordination of the marketing and promotion of the parking system; ~~and~~ formation of the annual budgets and capital improvement programs for the construction and operation of all public parking facilities; selection and management of parking consultants to evaluate the demand, supply and location of new parking facilities in the City. ~~Work also involves the completion of a comprehensive downtown parking study approximately every four to five years. Work is performed under the general supervision of an administrative superior who reviews the work through conferences, reports and results achieved. Supervision may be exercised over subordinates.~~

EXAMPLES OF WORK PERFORMED

Manages and oversees the contractor selected to manage all parking garages ~~and lots~~ and on street parking facilities; conducts weekly meetings with contractor and individual garage managers and office managers to address employee issues, customer concerns, parking programs, etc.

Manages ~~Prepares requests for proposals for the selection of design consultants and contractors for construction of parking garages; prepares requests for proposals and lots and~~ serves on selection committees; arranges and conducts design meetings for all new parking facilities to gain public input regarding design of facilities; holds regular progress meetings during construction of the parking facility with contractor and all affected parties.

Prepares annual operational budget for parking facilities and annual capital improvement program for the construction and maintenance of parking facilities; annually reviews and recommends changes to parking enterprise user fees; reviews all invoices for the construction and operation of all parking facilities.

Assists in the preparation of data needed to issue parking revenue bonds.

Conducts or manages a consultant to prepare a comprehensive downtown parking study every four to five years or as needed.

Conducts meetings with groups of parking customers to assess needs or explain details of parking programs; works with various downtown management associates, garage managers and various political entities in the establishment of new parking programs; reviews efficiency and effectiveness of parking programs on an annual basis.

Communicates with community and neighborhood organizations, including the Downtown Lincoln Association and the Lincoln Haymarket Development Corporation, State of Nebraska, University of Nebraska-Lincoln, federal government, major hotels and others to insure efficient use of all parking facilities and to coordinate parking programs.

Administers the City's on-street parking programs including citations, collections and rates.

Responds to City Council, administrative and customer requests for information regarding parking facilities.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of the principles of contract management.

Thorough knowledge of the parking programs of the City of Lincoln or cities of comparable size.

Considerable knowledge of the principles and methods of municipal finance, budgeting and accounting.

Knowledge of garage design and construction.

Ability to establish and maintain effective working relationships with government officials, citizen groups, professional organizations, co-workers and the general public.

Ability to plan, organize and monitor a variety of activities.

Ability to communicate effectively both orally and in writing.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four year college or university with major course work in construction management, architecture, engineering, planning, public or business administration or related field and considerable experience managing public parking garages and lots or designing public parking.

MINIMUM REQUIREMENTS

Graduation from an accredited four year college or university with major course work in public or business administration or related field and experience managing public parking garages and lots; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

1/2013

PS2028

ASSISTANT FIRE CHIEF

NATURE OF WORK

This is highly responsible administrative and supervisory work directing and coordinating activities within an assigned division of the Lincoln Fire Department.

Work involves responsibility for assisting the Fire Chief in the administration, direction and coordination of departmental activities within the Operations or Support Division. An employee of this class has overall responsibility for an assigned division. Work may also include the enforcement of Federal and State laws and City ordinances. Work is performed with considerable independence in accordance with accepted fire and rescue practices, and departmental regulations, under the direction of the Fire Chief. Work is reviewed by the Fire Chief through written documents, personal conferences and observation, and requires the frequent exercise of independent initiative and judgment in directing operations and making decisions affecting life and property. Supervision is exercised directly and through subordinates, over all departmental personnel.

EXAMPLES OF WORK

Participates in the departmental planning process; develops goals and objectives for assigned division; develops division budget; performs workload analysis on units within assigned division; oversees scheduling of unit personnel to ensure the needs of the division and department are met.

Confers frequently with subordinate Deputy Chiefs and Captains to keep fully informed of activities; provides advice and assistance regarding difficult or unusual problems; transmits directions of the Fire Chief.

Maintains discipline within assigned division; reviews Incident Reports to ensure consistency and uniformity; recommends disciplinary action if necessary; reviews annual evaluations of all divisional personnel.

Performs research and develops special projects as delegated by the Fire Chief.

Serves as a liaison to the community, the media, neighborhood organizations, and other City departments.

May assume responsibility in the absence of, or as delegated by, the Fire Chief.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Extensive knowledge of municipal fire administration, emergency operations, emergency medical services, public fire safety education and fire prevention.

Extensive knowledge of the rules and regulations, and management policies of the Department.

Extensive knowledge of Federal and State laws and City ordinances.

Thorough knowledge of the geography of the City.

Thorough knowledge of budgetary control, procurement, training requirements, communications, and central records systems.

Ability to analyze a wide variety of problems and to assign and direct personnel in coordinated operations.

Ability to read and comprehend complex laws and ordinances.

Ability to plan, assign and supervise the work of subordinates.

Ability to communicate clearly and effectively both orally and in writing.

Ability to maintain effective working relationships with associates, co-workers, representatives of other organizations and with the general public.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university supplemented by graduate level course work in public or business administration, or related field, and completion of a specialized fire science training program.

MINIMUM REQUIREMENTS

~~Graduation from an senior high school or equivalent plus an associates degree in fire protection technology, supplemented by college-level course work in public or business administration, or related field, and extensive experience in the fire service, including thorough supervisory experience of a progressively responsible nature~~ accredited four-year college or university with major course work in public or business administration or related field; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENTS

Candidates for positions in this class must meet such specific physical requirements as established by the City.

Candidates must also possess and maintain a valid driver's license.

BATTALION CHIEF

NATURE OF WORK

This is responsible administrative and supervisory work directing and coordinating Fire Department activities within an assigned district on an assigned shift.

Work involves responsibility for the command of all firefighting activities in a major geographical area of the City on an assigned shift. Work also includes participating in the formulation of departmental policies and procedures; participating in the preparation and administration of the budget; preparing and submitting a variety of statistical and operational reports; and conducting research on assigned subjects and preparing reports based on findings. An employee in this classification has overall responsibility for stations, personnel and equipment within an assigned district. Work is performed in accordance with departmental regulations and requires the use of considerable independent judgment and the ability to think quickly and make sound decisions in emergency situations. Supervision is received from an Assistant Fire Chief with work being reviewed in the form of reports submitted and overall effectiveness of company firefighting and medical emergency activities. Supervision is exercised over subordinate Fire Captains, Fire Apparatus Operators, Firefighters and Firefighter/Paramedics.

EXAMPLES OF WORK PERFORMED

Participates in the formulation of departmental policies and procedures by reviewing existing operations and recommending improvements.

Compiles and calculates statistical data in the preparation and administration of the annual budget; reviews and approves routine budgetary expenditures.

Maintains departmental discipline and order; enforces rules and regulations; reviews and investigates reports from Fire Captains of violations of rules and regulations; recommends disciplinary actions; and regularly inspects readiness of personnel and equipment.

Prepares and submits a variety of statistical and operational reports; conducts research on assigned subjects; and prepares reports and makes recommendations based on findings.

Responds to emergencies on an assigned shift; relieves subordinate Fire Captains of command upon arrival at fire scene; directs firefighting, rescue and salvage operations; orders apparatus and equipment not needed at the fire scene to return to assigned station; and acts as commander until relieved by the Fire Chief.

Evaluates Fire Captains within assigned fire district; records personnel data received from stations in assigned district including attendance, sick leave, vacation, and time spent at a higher level classification; and assigns Firefighters, Firefighter/Paramedics, Fire Apparatus Operators and Fire Captains to engine and truck companies within assigned fire districts; may interview and rate or hire firefighter applicants.

Performs regular inspections of personnel, quarters, equipment and records and reports on conditions; participates in fire training activities including drills, lectures, demonstrations and other instructional procedures.

May assume command and responsibility in the absence of the Fire Chief as delegated by the Fire Chief.

Develops public awareness and public education programs.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of modern principles, methods and procedures of fire administration and organization.

Thorough knowledge of firefighting methods and equipment as well as fire prevention techniques.

Thorough knowledge of the use and care of modern firefighting equipment and apparatus.

Thorough knowledge of the geographical layout of the City, including the location of streets, fire hydrants, and major fire hazards located therein.

Thorough knowledge of departmental rules and regulations, as well as the laws and ordinances affecting fire department operations.

Thorough knowledge of fire prevention codes, practices and policies.

Considerable knowledge of emergency medical treatment, resuscitation, and other rescue techniques.

Considerable knowledge of the Lincoln emergency medical system.

Considerable knowledge of the principles of management and organization.

Knowledge of Lincoln EMS Medical Protocols and the Lincoln/Lancaster Multiple Casualty Incident Plan.

Knowledge of research techniques, methods and procedures, and ability to analyze and interpret data and submit reports based on analysis.

Ability to command large-scale operations of personnel and equipment under emergency conditions involving danger to life and property.

Ability to analyze situations correctly and quickly, and to adopt effective courses of action, giving due regard to surrounding hazards and circumstances.

Ability to analyze administrative problems and situations, and to present appropriate facts and recommendations concisely, in written or oral form.

Ability to plan, assign and direct the work of a number of subordinate operating units, and to direct the work of subordinate employees under emergency conditions.

Ability to establish and maintain effective working relationships with City officials, subordinates, and the general public.

Ability to communicate effectively both orally and in writing.

DIVISION CHIEF OF TRAINING

NATURE OF WORK

This is responsible administrative and supervisory work planning and coordinating the Fire Department's training program.

Work involves researching, developing and managing training programs for all Firefighters, Firefighter/Paramedics, Fire Apparatus Operators and Fire Captains; scheduling and instructing training sessions; developing public awareness and public educational programs; and developing and administering yearly examinations to evaluate each employee's understanding of a wide variety of firefighting topic areas. Work also involves developing and maintaining lesson plans, drill manuals, training records and examination scores for each employee; and evaluating individual performance at monthly training sessions. Supervision is received from an Assistant Fire Chief with work being reviewed in the form of the overall effectiveness of the delivery of firefighting and medical emergency services. Supervision is exercised over Captains assigned to the training division.

EXAMPLES OF WORK PERFORMED

Researches, develops, instructs and schedules training programs for employees.

Develops public awareness and public education programs.

Develops and administers yearly examinations to evaluate each employee's understanding of a wide variety of firefighting topic areas.

Develops and maintains lesson plans, drill manuals, training records and examination scores for each employee; and evaluates individual performance at monthly training sessions.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of modern educational, training and research techniques, methods and procedures.

Thorough knowledge of firefighting methods, fire equipment and fire prevention.

Thorough knowledge of the use and maintenance of modern firefighting equipment.

Thorough knowledge of departmental policies and regulations, as well as the laws and ordinances affecting fire department operations.

Thorough knowledge of fire prevention codes, policies and practices.

Thorough knowledge of emergency medical treatment as well as skill in its application.

Ability to utilize computer technology to perform assigned work.

DIVISION CHIEF OF MAINTENANCE

NATURE OF WORK

This is responsible administrative and supervisory work directing and coordinating the maintenance and repair of all fire apparatus and ambulance vehicles and related equipment.

Work involves responsibility for planning, assigning, and supervising the maintenance and repair of both automotive and diesel fire apparatus and ambulance vehicles and instructing fire department personnel in their operation. Work also involves scheduling and conducting hose and pump testing procedures, aerial ladder certification, and self contained breathing apparatus maintenance and repair; assisting in the preparation of specifications for the purchase of new equipment; maintaining a schedule for preventive maintenance of all fire apparatus and equipment; and maintaining records of completed repair and maintenance projects as well as budgetary expenditures. Supervision is received from the Fire Chief with work being reviewed in the form of conferences and effectiveness of the total operation of fire apparatus and ambulance vehicles and related equipment. Supervision is exercised over subordinate Fire Equipment Mechanics.

EXAMPLES OF WORK PERFORMED

Supervises, assigns and reviews the work performed by mechanics engaged in the repair and maintenance of both automotive and diesel fire apparatus and ambulance vehicles.

Schedules and conducts hose and pump testing procedures and aerial ladder certification; and instructs fire department personnel in the operation of fire equipment.

Assists in preparing specifications for the purchase of new equipment.

Maintains a preventive maintenance schedule on all fire apparatus and ambulance vehicles and equipment.

Maintains computerized records of completed repair and maintenance projects as well as budgetary expenditures.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of the design, construction, repair and maintenance of a wide variety of both conventional and specialized automotive, diesel fire, and ambulance vehicles.

Thorough knowledge of the usual types of automotive tools and equipment, as well as the specialized tools, gauges, machinery and shop equipment utilized in the repair, servicing and maintenance of both automotive and diesel fire equipment including the use of gas and electric welding equipment.

Considerable knowledge of the operation of different types of automotive testing equipment.

Ability to maintain computerized records of repairs, time and parts utilized in the repair and maintenance of automotive, diesel fire apparatus and ambulance vehicles

Ability to supervise and assign the work performed by subordinate Fire Equipment Mechanics engaged in the repair and maintenance of automotive, diesel fire and ambulance vehicles

Ability to establish and maintain effective working relationships with subordinates and other employees.

Ability to follow both oral and written instructions.

Ability to determine the cause of fire and ambulance vehicle malfunction.

Skill in the use of instruments and tools utilized in the repair and maintenance of automotive, diesel fire and ambulance vehicles.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited ~~vocational or technical~~ four year college with ~~an associate degree~~ major course work in fire science or technology, automotive and/or diesel mechanics or related field plus considerable experience as an automotive and diesel mechanic involving supervision over the repair and maintenance of heavy duty automotive and diesel equipment. Automotive Service Excellence (A.S.E.) certification.

MINIMUM QUALIFICATIONS

Graduation from ~~a senior high school or equivalent supplemented by vocational or technical school training~~ an accredited four year college with major course work in the field of fire science or technology, or automotive and/or diesel mechanics, or related field plus experience as an automotive and diesel mechanic involved in the repair and maintenance of heavy duty automotive and diesel equipment; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills. Candidates must also meet such specific physical requirements, as well as length and type of service requirements, as are established by the City.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

Approved by: _____
Department Head _____ Personnel Director _____

~~Class Code Change: 8/95~~
~~Revised 08/09~~
1/13

ASSISTANT WATER PLANT OPERATOR

NATURE OF WORK

This is skilled work participating in the operation of a water production and treatment plan to insure the proper quality and quantity of water.

Work involves responsibility for participating in the inspection, monitoring, and operation of a water treatment plan and assisting in the collection of water samples. Work also involves performing minor mechanical maintenance and process control tasks as directed. Supervision is received from the Assistant Superintendent of Operations or a designated Water Plant Operator.

EXAMPLES OF WORK PERFORMED

Operates pumps, valves, filters, and process equipment as directed; assists with the performance of routine control tests related to the various unit processes.

Makes regular inspections to observe and check the integrity and proper function of all equipment and systems associated with the assigned station and reports faulty equipment operation to superiors.

Assists in performing minor preventative maintenance and service on equipment and keeps facilities in a clean and orderly manner; performs general housekeeping, as needed, particularly around operating equipment.

Performs assigned tasks needed to maintain process control parameters within desired ranges; assists with adjustment of feed rates of process control equipment.

Participates in training courses and educational programs as directed by superiors.

Collects water samples.

Transports and loads chemicals or operating supplies as requested.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the operating principles and theories of a municipal water production and treatment plant.

Knowledge of the established routines and practices of the operation of the equipment and related testing and measuring devices in the water production and treatment plants and well fields.

Knowledge of the preventative maintenance practices applicable to the equipment operated.

Some knowledge of the hazards of the work and safety precautions to be taken.

Some knowledge of record maintenance practices as applied to water production and treatment plant operation.

Some knowledge of computers and their applications.

Ability to maintain plant operations within established standards; to recognize and remedy plant malfunctions and disorders; and to act quickly and accurately under emergency conditions.

Ability to establish and maintain effective working relationships with co-workers.

Ability to maintain detailed operating records and prepare reports.

Ability to communicate and follow instructions, both orally and in writing.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school with college level course work in Engineering, Chemistry, Biology, or related areas, ~~with a Grade IV Water Operator's certificate or higher from the Nebraska Section of the American Water Works Association~~ Possession of a valid Nebraska Grade III Water Operators License from the Nebraska Department of Health and Human Services Division of Public Health and some experience in water treatment plant operations.

MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent with some experience or training in mechanical maintenance or operating pumps and valves; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Must be able to obtain a Nebraska Grade IV Water Operators License from the Nebraska Department of Health and Human Services Division of Public Health within 12 months of hire.

12/12

1/13

PS5316

WATER PLANT OPERATOR

NATURE OF WORK

This is skilled work in the operation of a water production and treatment plant.

Work involves responsibility for inspecting and operating production treatment and process equipment and participating in the collection and testing of water samples. Work also involves performing minor mechanical maintenance and process control tasks necessary to ensure the normal, continuous operation of the treatment plant. Supervision is received from a departmental administrative or technical superior or acting departmental superior with work being reviewed in process. Supervision may be exercised over subordinate water plant operators and/or assistants assigned to a given shift.

EXAMPLES OF WORK PERFORMED

Operates pumps, valves, filters, chemical ozone production processes, and other water treatment equipment to achieve and maintain desired performance of the treatment plant.

Performs routine control tests related to the various unit processes.

Directs the activities of subordinates assigned to operations and provides instruction as required.

Maintains accurate and complete operating records of treatment plant and well field; recommends more efficient operational procedures as appropriate.

Maintains production and treatment operations within established standards for specific processes and makes corrective measures as operational problems occur.

Makes regular inspections to observe and check the integrity and proper function of all equipment and systems associated with the assigned stations and reports faulty equipment operation to superiors.

Performs minor preventative maintenance and services on equipment and keeps facilities in a clean and orderly manner; performs general housekeeping as needed, particularly around operating equipment.

Maintains and reviews the various station logs and initiates appropriate responses to indicators of abnormal operation; adjusts feed rates of process control equipment; identifies anticipated operation changes needed to maintain process control equipment.

Participates in training courses and education programs as directed by superiors.

Collects water samples, performs routine standard tests and submits water samples to laboratory for analysis.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the operating principals and theories of a water production and treatment plant.

Considerable knowledge of applicable equipment and related testing and measuring devices to which assigned.

Considerable knowledge of the safety hazards associated with the work and precautionary methods utilized to prevent accidents.

Considerable knowledge of chemical usage and ozone production as it relates to water treatment.

Knowledge of basic mathematics.

Some knowledge of computers and their applications.

Some knowledge of electrical/mechanical equipment and instrumentation.

Ability to establish and maintain effective working relationships with co-workers and subordinates.

Ability to communicate effectively, both orally and in writing.

Ability to understand and follow instructions.

Ability to maintain plant operations within narrowly established standards.

Ability to make minor repairs to mechanical/electrical equipment and instrumentation.

Ability to solve problems logically.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent supplemented with an Associate Degree in Environmental Sciences or related area, ~~by satisfactory completion of a two-year associate degree or vocational/technical program in Engineering, Biology, or related field with a Grade IV Water Operator's certificate or higher~~ Possession of a valid Nebraska Grade I Water

Operators License from the Nebraska Department of Health and Human Services Division of Public Health and experience in water treatment plant operations.

MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent with a minimum of two (2) years experience as an Assistant Water Plant Operator or any equivalent combination of training and experience which provides the desirable knowledge, abilities, and skills.

NECESSARY SPECIAL REQUIREMENT

Must possess a Nebraska Grade IV Water Operators License from the Nebraska Department of Health and Human Services of Public Health.

Approved by: _____
_____ Department Head _____ Personnel Director

3/91
1/13

PS5317