



# OPERATOR IN TRAINING

## THE OPPORTUNITY

Central Marin Sanitation Agency (CMSA) is recruiting to fill a full-time Operator in Training position. Under the supervision of Operations Department staff, monitors, reports on, adjusts and performs related work as required to maintain the plant processes and their related equipment as found in a continuously-operating secondary activated sludge wastewater treatment plant, pump stations, and related facilities. Ensures that the Agency's permit requirements, regulations and all applicable rules are continuously met. As incumbent gains experience and higher certification levels, less guidance and more general direction will result, thus allowing for more autonomous judgment in process corrections as required.



## KEY RESPONSIBILITIES

Participates in operations and maintenance functions of the plant and facilities, performing activities such as:

- Inspecting treatment plant, pump station, and remote facilities on a regularly scheduled basis.
- Operating and performing preventative and corrective maintenance on a variety of equipment.
- Operating valves, pumps, and automated controls to regulate the flow of wastewater through the plant.
- Collecting and performing standard lab tests on various wastewater flows and biosolids.
- Using a variety of hand and power tools and testing equipment.
- Writing work orders, maintaining accurate records of process data, chemical test results and Operations' work performed.

Required to work shifts and/or holidays as operational staffing levels dictate and overtime or off-hour shifts in emergency conditions and for planned shutdowns.

## EDUCATION & EXPERIENCE

Completion of the 12th grade, or equivalent to a general education degree (GED), supplemented by a general knowledge of elementary mechanical, electrical, and hydraulic principles; arithmetic; common safe work practices; common hand and power tools.

## COMPENSATION & BENEFITS

The monthly salary range is \$5,961.19 to \$6,572.21 depending on qualifications and experience. The specific job description for this position is available at [www.cmsa.us/employment/descriptions](http://www.cmsa.us/employment/descriptions).

Employee benefits can be found on CMSA's website at [www.cmsa.us/employment/benefits](http://www.cmsa.us/employment/benefits).

## HOW TO APPLY

To apply, please visit Koff & Associates' website at <https://koffassociates.com/operator-in-training-4/> and click the apply now button where you will submit a resume and signed CMSA application.

If you have any questions please email either recruiter, Edna Swaim @Eswaim@koffassociates.com or Joshua Boudreaux @jboudreaux@koffassociates.com

Deadline to apply is Monday, March 7, 2022.



# CENTRAL MARIN SANITATION AGENCY

CMSA operates a water resource recovery facility in Marin County which treats and disposes wastewater as clean effluent into the San Francisco Bay, consistently meeting and exceeding federal and state regulatory requirements. We also beneficially use recycled water, reuse biosolids and biogas, and produce renewable power.

## BENEFITS

### MEDICAL

Agency fully pays CalPERS medical for employee and dependents (up to the Kaiser Bay Area family rate)

### DENTAL

Agency pays up to \$2,500 per year for employee and dependents

### VISION

Agency fully paid vision plan (VSP) for employee and dependents

### CALPERS RETIREMENT PLAN

Classic: 2.7% @ 55    PEPPRA: 2.0% @ 62

### LONG TERM DISABILITY

Agency fully paid for employee

### LIFE INSURANCE

Agency provides \$100,000 policy for each employee

### RETIREMENT SAVINGS PLANS

Agency offers voluntary pre-tax 457K and 401(a) plans for retirement savings

### VACATION

Zero-three years of employment: 10 days.

After completion of three years of employment: 15 days.

After completion of seven years of employment: 20 days.

### SICK LEAVE

Accrued at one day (8 hours) per month (12 days per year)

### HOLIDAYS

13 holidays per year (includes three floating holidays)

### OPERATIONS SHIFT DIFFERENTIAL

Swing Shift = 7%

Graveyard = 10%

## MISSION

CMSA protects the environment and public health and is integral to the community by providing wastewater, environmental, and resource recovery services.

## VISION

CMSA will be a forward-thinking organization by providing innovative and effective wastewater services, capturing and utilizing renewable resources, and implementing sustainable solutions for an enhanced quality of life.

## VALUES

Continuous regulatory compliance to protect the environment.

Sound financial practices.

Effective asset management.

A safe and healthy workplace.

Creating job satisfaction within a diverse workforce.

Engaging public outreach and educational programs.

Leadership, partnerships, teamwork, and collaboration.