



Upper Occoquan Service Authority

Human Resources Department

14631 Compton Road • Centreville, VA 20121

Tel. | (703) 830-2200 • Fax | (703) 266-0682 • Email | good.jobs@uosa.org

TRAINING LEAD OPERATOR

Treatment Process Division

(Internal ID: 5016)

Grade 27.5

\$56,220.38- \$93,782.18*

**Starting salary will be between minimum and midpoint in the range.*

Close: Open Until Filled

ABOUT THE ORGANIZATION:

The Upper Occoquan Service Authority (UOSA) is a regional water reclamation plant serving four jurisdictions (Fairfax County, Prince William County, City of Manassas and City of Manassas Park).

RESPONSIBILITIES:

The **Training Lead Operator** serves as a key trainer for the Treatment Process Division, to include the Liquids and Solids Process and Operations Support. The incumbent must be versed in the operation of all process sections and able to train personnel on all shifts and hours. Responsibilities include hands-on training, administration and grading of promotion tests, production, organization and distribution of training materials.

The **Training Lead Operator** must be able to work Monday – Friday with up to fifty percent evening and night work required for training of the shifts, as scheduled by the Training Manager. Overtime may be required on an as needed basis with prior approval from management. Required to be a Fill in Supervisor as needed.

EXAMPLE OF WORK (Illustrative Only)

- Performs hands-on and theoretical training for new operators for 3-9 months of their introductory employment period.
- Conducts quizzes and section test examinations for all operators.
- Conducts or assists with recurring training sessions for all operators, including the development of training presentations and group presentations.
- Maintains training and technical libraries.
- Performs special projects as assigned, including shift management in unusual situations.
- Helps with assessing training needs and has input for customized training programs.
- Reviews, edits, and updates SOPs and co-administers PolicyTech and eLogger.

REQUIREMENTS:

- Completion of high school or a GED program is required. Completion of two (2) years of college, including specialized training in wastewater treatment, physical sciences, or engineering; or, any combination of education, training, and work experience which provides the required knowledge, skills, and abilities is acceptable.
- Possession of a Class II Wastewater Treatment Works Operator's License valid in the Commonwealth of Virginia or the ability to obtain a license within 12 months of being employed
- Possession of a vehicle operator's license valid in the Commonwealth of Virginia.
- Must be able to perform the physical requirements of position, to include extensive walking, bending, stooping, climbing of stairs and ladders, lifting and/or carrying of up to 50 pounds.



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The vacancy notice does not imply that these are the only duties, including essential duties, to be performed in the position. Please request a full job description from the HR Department via email at good.jobs@uosa.org.

All employment offers are contingent upon the successful completion of a pre-employment drug and alcohol screening, physical exam, and background check paid for by UOSA.

In order to be fully considered for the position, all applicants must submit a complete online application along with an updated resume via the UOSA website: Uosa.org/Careers > [Candidate Profile](#).

Once logged into your profile, click on **Find Jobs** in the upper left-hand corner of the screen, followed by **Search for Jobs**. Review the vacancy and apply for the position.