

State Wastewater Treatment Adv Comm • Madison WI  
Waste Water Treatment Plant Operator • 3-954382014-03-H  
Exhibit A - Program Provisions

**Approved: March 30, 2015**

**TERM OF APPRENTICESHIP:** The term of apprenticeship shall be Hybrid, which has been established to be 6,000 hours. In addition to the specified hours, the apprentice must successfully attain the competencies described in these program provisions. Hours of labor shall be the same as established for other skilled employees in the trade.

**PROBATIONARY PERIOD:** The probationary period shall be the first 9 months of employment, but in no case shall it exceed twelve calendar months. During the probationary period, this contract may be cancelled by the apprentice or the sponsor upon written notice to the Department, without adverse impact on the sponsor.

**SCHOOL ATTENDANCE:** The apprentice shall attend the Wisconsin Technical College System or other approved training provider, as assigned, for paid related instruction four hours per week or the equivalent and satisfactorily complete the prescribed course material for a minimum of 432 hours, unless otherwise approved by the Department. The employer must pay the apprentice for attended related instruction hours at the same rate per hour as for services performed.

**WORK PROCESS SCHEDULE:** In order to obtain well-rounded training and thereby qualify as a skilled worker in the trade, the apprentice shall have experience and training in the following areas and shall demonstrate competency, as specified herein. This instruction and experience shall include the following operations but not necessarily in the sequence given. Time spent on specific operations need not be continuous.

<u>Work Process Description</u>	<u>Approximate Hours</u> (Min - Max)
Promote a safe work environment for self and others. A. Wear PPE daily in accordance with safety guideline. B. Follow lock-out and tag out procedures. C. Adhere to hazard communication and right to know programs. D. Monitor air quality and noxious gas levels. E. Identify and follow safety training for confined spaces. F. Monitor security around gates, fences and grates. G. Respond to emergencies using first-air, CPR and appropriate rescue procedures. H. Adhere to chemical safety programs. I. Apply safe work practices around the plant. J. Complete confined space entry permits correctly. K. Use ladders and scaffolds safely.	468
Operate wastewater treatment plant facilities and equipment. A. Monitor plant operations as required. B. Analyze plant operating performance. C. Respond to plant alarm systems. D. Troubleshoot and solve operational problems effectively. E. Look, listen, feel, and smell prior to taking corrective action. F. Start and stop plant equipment. G. Process plant operational information effectively. H. Record operational data, personal attendance, meter and gauge readings on specified forms. I. Perform activities, read instruments, and maintain records and reports relative to compliance with State and Federal discharge permits. J. Operate and maintain digester gas handling systems (methane). K. Apply knowledge of regulations to plant operations.	1400
Manage wastewater treatment plant and collection system processes.	1100

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- A. Handle and add chemicals such as ammonia, chlorine, or lime to disinfect and deodorize water and other liquids, in accordance with directions.
- B. Inspect equipment and monitor operating conditions, meters, and gauges to determine load requirements and detect malfunctions.
- C. Monitor treatment plant processes & operations relative to preliminary and primary treatment.
- D. Monitor treatment plant processes & operations relative to secondary treatment.
- E. Monitor treatment plant processes & operations relative to tertiary treatment.
- F. Monitor treatment plant processes & operations relative to biological nutrient removal.
- G. Troubleshoot and take corrective actions regarding equipment or plant processes & operations plant operations.
- H. Operate disinfection equipment and technology.
- I. Implement process control strategies.
- J. Apply laboratory results, wastewater treatment plant maintenance activities, machines and equipment, and materials used to treat wastewater coming into the plant.
- K. Test new and repaired equipment prior to putting into operations.
- L. Adjust equipment and machines for changing weather conditions.
- M. Clean and maintain pre-treatment tanks, filter beds, and other areas using hand tools and power tools.

Manage laboratory testing, equipment, and reporting. 900

- A. Collect samples according to established procedures.
- B. Perform laboratory sampling and testing including chlorine residuals, pH constant, dissolved oxygen, biochemical oxygen demand, and other related tests.
- C. Verify accurate results.
- D. Provide information acquired from math calculations.
- E. Perform lab duties in accordance with NR 149.
- F. Ensure consistent lab and sampling procedures.
- G. Interpret lab results.
- H. Perform laboratory testing such as dissolved oxygen, biochemical oxygen demand and other related tests.

Maintain wastewater treatment plant and collection systems equipment and technology. 650

- A. Perform mechanical maintenance on equipment.
- B. Perform preventative maintenance when scheduled.
- C. Calibrate equipment and instrumentation.
- D. Exercise valves, pumps, and other mechanical devices.
- E. Troubleshoot and repair malfunctions and inoperable equipment.
- F. Maintain pumps and sludge handling systems.
- G. Monitor equipment performance through testing and measurement.
- H. Maintain lift stations.
- I. Inspect and maintain collection system pipes and manholes.

Manage wastewater treatment plant solids programs. 650

- A. Monitor sludge production.
- B. Perform sludge removal activities.
- C. Record treated sludge and solids information accurately.
- D. Recycle of treated sludge in accordance with plant permitting.
- E. Manage bio-solids programs effectively.

Utilize computers and wastewater treatment technologies, including reports and plant logs. 300

- A. Complete reports using computer software
- B. Use Supervisory Control and Data Acquisition (SCADA) software

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Waste Water Treatment Plant Operator • 3-954382014-03-H  
Exhibit A - Program Provisions

- C. Control wastewater treatment processes using programmable logic controls (PLC)
- D. Enter data into computer systems
- E. Download and export data from computer systems
- F. Record plant information accurately
- G. Enter data into equipment maintenance management systems

Local Optional Work Processes 100

The sponsor will establish additional training in the form of competencies not otherwise stated in the Exhibit A, to be demonstrated by the apprentice and performed for some or all of the required minimum hours for Local Options, and/or the sponsor may distribute some or all of the required minimum hours to one or more work processes stated in the Exhibit A.

Additional competencies may include but are not limited to the following:

- A. Communicate plant and wastewater treatment specific information effectively.
- B. Perform management related duties.
- C. Operate water supply and distribution.

Paid Related Instruction 432

TOTAL 6000

The above schedule is to include all operations and such other work as is customary in the trade.

**MINIMUM COMPENSATION TO BE PAID:**

The apprentice's wage must average no less than 60% of the skilled wage rate during the term of the apprenticeship (DWD 295.05). The apprentice may not be started at less than the minimum wage.

Base skilled wage rate N/A per hour.

If at any time the base skilled wage rate rises or falls, the apprentice's wage shall be adjusted proportionately. The wage rate of apprentices employed in this trade and this firm shall be based on the base skilled wage rate stated above.

All apprentices are covered by State and Federal Wage and Hour Standard requirements. All apprentices shall be paid no less than the minimum wage established under regulations.

**CREDIT PROVISIONS:** The apprentice, granted credit at the start or during the term of the apprenticeship, shall be paid the wage rate of the pay period to which such credit advanced the apprentice.

**Work credit hours approved:** N/A

**School credit hours approved:**  
**Paid related instruction:** N/A

**Unpaid related instruction:** N/A

**Total credit hours to be applied to the term of the apprenticeship:** N/A

**SPECIAL PROVISIONS:**

State Wastewater Treatment Adv Comm • Madison WI  
Waste Water Treatment Plant Operator • 3-954382014-03-H  
Exhibit A - Program Provisions

The apprentice must obtain First Aid, CPR and Confined Space Entry certifications in the first year of the apprenticeship and maintain them throughout the program.

The apprentice must successfully complete OSHA 10 in the first year of the apprenticeship.

The apprentice must successfully complete Transition to Trainer in the final year of the apprenticeship.

The apprentice may be required by the employer to obtain a CDL.