



Connecticut Department of Public Health  
Drinking Water Section

**APPLICATION: CERTIFICATION EXAMINATION – WATER TREATMENT PLANT OPERATOR**

<b>APPLICANT'S CONTACT INFORMATION</b>			
Last Name	M. Initial	First Name	
Company Name (can be left blank)			
Address Line 1 (St. Address or P.O. Box #)			
Address Line 2 (Apt. #, Suite #, Box # - can be left blank)	City	ST	Zip
Email	Telephone		
Fax	Cell Phone		
Social Security Number*	Date of Birth		

**APPLICANT'S STATEMENT OF CERTIFICATION:**

I certify that the information that I have provided in this application is correct and I understand that any deceptive or fraudulent information is grounds for suspension, revocation, or any other disciplinary action set forth in section 19a-17 of the Connecticut General Statutes.

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date signed

**EXAM CLASS REQUESTED**

(Check one)

- Water Treatment Plant Class I Operator
- Water Treatment Plant Class II Operator
- Water Treatment Plant Class III Operator
- Water Treatment Plant Class IV Operator

**APPLICANT'S CURRENT CT DPH CERTIFICATION STATUS**

(Check all that apply)

- not currently certified
- active certification, or  inactive certification
  - Water Treatment Plant Operator
  - Distribution System Operator
  - Small Water System Operator
- Backflow Preventer Tester or  Tester/Inspector

**RE-APPLICATION** (Check if applicable)

Check the below Re-application box if you are applying for an exam that you have previously been approved to take and indicate the prior exam date:

- Re-application                      Prior exam date \_\_\_\_\_

**DEMONSTRATE COMPLETION OF HIGH SCHOOL EDUCATION**

One of the following documents must be submitted to demonstrate that the applicant has completed a high school level of education: **(Check off one of the following the documents that is included with this application)**

- a copy of your high school diploma
- high school or post-high school transcript
- letter from high school verifying graduation
- Other: \_\_\_\_\_
- high school equivalency diploma (GED)
- post-high school diploma

<b>FOR STATE USE ONLY</b>	
Received Date Stamp	Substantiated Length of Experience (yr.):
	Substantiated Completed High School Education:
	Written Test Score
	Issued Certification Number:
	Effective Date:
	Expiration Date:
	Internal Check Number:
Envl. Post Mark(PM) Date: ____/____/____	
Attach Envl. If PM is after application deadline	





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**Verification of “Next Lower Class” Direct Responsible Charge  
Water Treatment Plant (WTP) Operator Work Experience**

Applicants Last Name:	First:
Applicants Job Title:	
Public Water System (PWS) ID:	
Name of PWS where applicant gained operator experience:	
Name of WTP where applicant gained treatment plant work experience:	
Length/Period of applicant’s experience operating the above named treatment plant:	DATES - From:  To: (write in “To Present” if currently operating)
Applicant’s Employment Status (during the length of time listed above) <input type="checkbox"/> full time employee or <input type="checkbox"/> part time (                      hours/week)	

**Check off only the activities the applicant routinely performed for the above named WTP and listed period. NOTE: CHECKING ALL BOXES ISN’T NECESSARY TO DEMONSTRATE THE REQUIRED AMOUNT OF EXPERIENCE.**

<p><b>PUMP OPERATION</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Operate Low &amp; High Service Pumps</li> <li><input type="checkbox"/> Exercise Plant Valves</li> <li><input type="checkbox"/> Operate Standby Power Equipment</li> <li><input type="checkbox"/> Operate Chemical Feed Pumps</li> </ul> <p><b>PLANT MAINTENANCE</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain &amp; Repair Chemical Feed Pumps</li> <li><input type="checkbox"/> Maintain &amp; Repair Low &amp; High Service Pumps</li> <li><input type="checkbox"/> Maintain &amp; Repair Electrical Equipment &amp; Controls</li> <li><input type="checkbox"/> Maintain &amp; Repair Basins &amp; Piping</li> <li><input type="checkbox"/> Maintain &amp; Repair Filters</li> <li><input type="checkbox"/> Maintain &amp; Repair Instrumentation</li> </ul> <p><b>PLANT FILTERS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Monitor Filter Performance</li> <li><input type="checkbox"/> Adjust Filtration Rates</li> <li><input type="checkbox"/> Perform &amp; Monitor Backwash Filter(s) Cycles</li> <li><input type="checkbox"/> Calibrate On-Line Instrumentation</li> </ul> <p><b>CHEMICAL TREATMENT</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Calculate Chemical Dosage</li> <li><input type="checkbox"/> Prepare Chemical Solutions</li> <li><input type="checkbox"/> Adjust Treatment Rate</li> <li><input type="checkbox"/> Collect Routine Water Samples</li> <li><input type="checkbox"/> Ordering and Inspecting Chemical Deliveries</li> </ul> <p><b>Other (if necessary list other treatment plant work duties the applicant has routinely performed):</b></p> <p>_____</p> <p>_____</p>	<p><b>LABORATORY</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Collect Drinking Water Samples</li> <li><input type="checkbox"/> Perform water quality analysis (“bench tests”)</li> <li><input type="checkbox"/> Perform Bacteriological Tests</li> <li><input type="checkbox"/> Perform Routine Chemical/Turbidity Tests</li> <li><input type="checkbox"/> Prepare Reagents &amp; Calibration Standards</li> <li><input type="checkbox"/> Calibration of Online Instrumentation</li> </ul> <p><b>ADMINISTRATION</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Complete Operation Reports/Data Entry</li> <li><input type="checkbox"/> Respond to Customer Complaints</li> <li><input type="checkbox"/> Schedule Routine Maintenance</li> <li><input type="checkbox"/> Maintain Spare Parts &amp; Chemical Inventory</li> <li><input type="checkbox"/> Prepare Treatment Plant Budgets</li> <li><input type="checkbox"/> Train &amp; Manage Treatment Plant Personnel</li> <li><input type="checkbox"/> Prepare &amp; Maintain Emergency Plans</li> <li><input type="checkbox"/> Evaluate PWS Compliance with Regulations and industry standards</li> </ul> <p><b>WTP Unit Processes (check off the individual treatment unit processes the applicant has operated routinely)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Disinfection   <input type="checkbox"/> Fluoridation   <input type="checkbox"/> pH adjustment</li> <li><input type="checkbox"/> Coagulation   <input type="checkbox"/> Flocculation   <input type="checkbox"/> Sedimentation   <input type="checkbox"/> Filtration</li> <li><input type="checkbox"/> Softening   <input type="checkbox"/> Cartridge/Particulate Removal</li> <li><input type="checkbox"/> Ion Exchange   <input type="checkbox"/> Ozonation   <input type="checkbox"/> Sequestering   <input type="checkbox"/> Oxidation</li> <li><input type="checkbox"/> Aeration   <input type="checkbox"/> Backwash   <input type="checkbox"/> Membrane-Reverse Osmosis</li> <li><input type="checkbox"/> Activated Carbon Adsorption   <input type="checkbox"/> Iron Bacteria Control</li> <li><input type="checkbox"/> Treatment Residuals Wastewater Mgmt</li> <li><input type="checkbox"/> Other: _____</li> </ul> <p>_____</p>
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**CHIEF OPERATOR and/or SUPERVISOR VERIFICATION:**

I verify that the applicant’s water treatment plant operator experience as described on this page is correct and that the applicant has been in direct responsible charge (i.e. active, daily responsibility) of the above named WTP for the listed period and understand that if I am a certified operator, any deceptive or fraudulent information is grounds for suspension, revocation, or any other disciplinary action set forth in section 19a-17 of the Connecticut General Statutes.

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_ Phone \_\_\_\_\_



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**Demonstrate Educational Training Beyond High School  
in a Field Applicable to Water Treatment**

This page of the application is only to be completed by the applicant where the applicant has completed educational training beyond high school, in a field applicable to water treatment and where the applicant requests this training be used as a substitution for part of the experience requirement and where the applicant is applying for a Water Treatment Plant Class II, III or IV Examination. Note, a minimum of 1 year of "in-class" treatment plant operational experience is required.

Note the summary of required experience and experience substitution requirements for applicants of the Water Treatment Plant Class II, III and IV Operator Examinations in the instructions.

Earned college credits (grade C or better) and training courses in subject matters related to water treatment may be equated to water treatment plant experience. Note the following equivalencies:

- 15 training hours is equivalent to 1 college credit hour
- 15 college credits is equivalent to 225 training hours (TCH) or
- 15 college credits is equivalent to ½ year of experience
- 450 training hours (2 semesters) is equivalent to 1 year of experience

List the educational training beyond high school (i.e. individual college courses, college degrees, certificates, training courses, etc.), in a field applicable to water treatment, that the applicant requests to be applied towards meeting the length of experience requirement for water treatment plant operator certification.

List any applicable training beyond high school completed by the applicant:

Dates	Training Provider/College	TCHs, CEUs, College Credit	Course Name, College Degree, Certificate or Training Course

For individual college or training course work, listed above, the applicant must include copies of transcripts or certificates (including course descriptions) along with this application. For earned college degrees a copy of the diploma or transcript, which documents the earned degree, must be submitted with the application.