



## OPERATOR CERTIFICATION Education and Experience Requirements for Certification of Class A, I, II, and III Personnel

### Class A Education and Experience Requirements (see OAC Rule 3745-7-06 for further details)

Education	Hours/Months of Experience Required	
	Operating Experience	Working Experience <sup>(1)</sup>
High School Graduate or GED (REQUIRED)	1,040 hours <sup>(2)</sup>	3 years <sup>(2)</sup>
Associates Degree*	780 hours <sup>(2)</sup>	2 years <sup>(2)</sup>
Bachelor's Degree*	520 hours	1 year

\* Post High School education shall be obtained from an accredited institution while pursuing a degree in physical or natural science or chemical, civil or environmental engineering and is subject to review by the Operator Certification staff.

(1) Work experience means time spent at a job where a portion of duties involve dealing with a public water system or treatment works.

(2) Successful completion of one or more of the OTCO (Operator Training Committee of Ohio) "Basic Water" or "Basic Wastewater" correspondence course, the California State University at Sacramento "Small Water System Operation and Maintenance" or "Small Wastewater System Operation and Maintenance, Volume I" correspondence course, shall reduce the experience requirement to one year of working experience or five hundred twenty hours of operating experience.

### Class I, II, and III Education and Experience Requirements (see OAC Rule 3745-7-06 for further details)

Education (in years) Each year past high school must be a full year of education.	Months of Operating Experience Required		
	Class I	Class II	Class III**
High School Graduate or GED (REQUIRED)	12	36	60
13*	12	24	48
14 or Associates Degree*	12	12	36
15 or more with no degree*	12	12	24
Two-year technical degree in Water or Wastewater Treatment or a BS or BA from an accredited four-year college*	12	12	24

\* Post High School education shall be obtained from an accredited institution while pursuing a degree in physical or natural science or chemical, civil or environmental engineering and is subject to review by the Operator Certification staff.

\*\* Must obtain 12 months of operating experience, in the field for which you are applying, while holding a valid Class II Certificate.

### Operating Experience Criteria (see OAC Rule 3745-7-01 for the definition of operating experience)

Counts	Counts for a maximum of 25 percent of the total operating experience requirement, if job responsibilities consist solely of one or more of the following:	Doesn't Count
<ul style="list-style-type: none"> <li>Daily hands-on Plant Operations/Maintenance</li> <li>Military experience (potable water/wastewater) (DD214 Form or JST required)</li> <li>On-site investigations/inspections that require coordination of work with the active treatment processes, sewerage or distribution systems (hours must be documented).</li> <li>Troubleshooting plant operations at a public water system or treatment works.</li> <li>Industrial wastewater treatment</li> </ul>	<ul style="list-style-type: none"> <li>Onsite SCADA system monitoring</li> <li>Sludge handling and sludge hauling, if part of a public water system or treatment works</li> <li>Laboratory work at the lab of an owner of a public water system or treatment works</li> <li>Pretreatment if part of a treatment works or sewerage system.</li> <li>Construction inspection and engineering design that require coordination of the inspection or design with the operation of the active treatment process, sewerage or distribution systems</li> <li>Distribution or collection experience when applying for supply or treatment licenses.</li> <li>Source water protection and watershed management</li> </ul>	<ul style="list-style-type: none"> <li>Clerical duties</li> <li>Commercial lab work</li> <li>Sludge handling and hauling, if <i>not</i> part of a treatment works</li> <li>Investigations/inspections or construction inspection/ engineering design that <u>do not</u> require coordination of work with the active treatment processes, collection or distribution systems.</li> <li>Academic Research</li> <li>Meter Reading only</li> <li>Off-site monitoring of SCADA</li> <li>Laborers, even at plant, if only duties are mowing grass, painting, etc.</li> <li>Septage hauling</li> </ul>
Experience for drinking water related examinations may <u>only</u> be obtained at public water systems (PWS). The PWS ID number must be provided on the application.		
Applicants may be accepted to take the Class A, I, or II examinations without the required experience in accordance with criteria established in Ohio Administrative Code 3745-7.		
A Class II or Class III applicant who is certified at the same or higher classification in the other field, may be granted a 50% reduction in the operating experience requirement, though the applicant is still required to document a minimum of one year (Class II) and two years (Class III) of actual operating experience in the field they applied.		