

LEARNING OBJECTIVES

Wastewater Treatment - 19 WEEKS

- Operator field duties and daily rounds
- Facility inspections; pump packing/screens
- Cla-valve / Altitude valve check
- Overview of SCADA system
- Alarm monitoring and recognition
- Data collection and analysis
- Evaluation of source water quality
- Ocean testing and evaluation
- Inlet/outlet tower, importance of buoy line
- Operator daily lab testing
- Reading and reporting lab testing
- Wash down and clean sedimentation basin
- A short duration of time will be spent interacting with the lab and understanding their role in the overall process

Mechanical Maintenance - 8 WEEKS

- Bridge crane operation
- Flocculator maintenance
- Pump maintenance
- Vibration Analysis
- Thermology / Infrared
- Mechanical process equipment maintenance

Instrumentation Maintenance - 8 WEEKS

- Maintenance and cleaning of equipment
- Calibration and process control
- Analyzer testing and calibration
- Instrumentation types and applications
- Networking of control systems
- Troubleshooting

Electrical Maintenance - 8 WEEKS

- Motor maintenance
- Electrical distribution equipment maintenance
- Troubleshooting
- Electrical Generator Maintenance
- VFD Maintenance

Rebuild - 8 WEEKS

- Four weeks working with the Rebuild shop mechanical:
 - Participating in the disassembly, cleaning and inspection of equipment.
 - Participate in planning the required repairs.
 - Equipment assembly process
- Two weeks working with the Machinist:
 - Exposure to the use of precision measuring tools.
 - Producing mechanical sketches
 - Use of machining equipment in support of OC San mechanical and fabrication groups.
- Two weeks working with in welding/ fabrication:
 - Exposure to the range of welding processes used in the repair of OC San equipment.
 - Use of fabrication equipment such as punches, brakes and shears used in the fabrication of equipment.

Dress Guidelines

OC San employees represent the Sanitation District as well as themselves. Students will be issued standard uniforms and will be expected to wear them as instructed below.

Footwear: Students will be required to wear safety work boots and wear safety gear (closed toe boots, goggles, hard hats, etc.) and personal protective equipment (PPE) in all specified areas.

Uniforms: Uniformed employees are expected to wear their uniforms when performing normal field work activities, regardless of the time of day or day of the week. When field staff is participating in non-field related activities, such as off-site or on-site training, meetings or other activities which are non-field related, normally uniformed employees may elect to utilize the Sanitation District’s casual dress guideline.

Supervisors or managers can specify additional or alternative dress and grooming requirements based on the business needs of their departments or requirements necessary for employee safety.

For additional questions on the program, please contact the Human Resources Department at jobs@ocsan.gov or (714) 593-7141.



2025-2026 VOCATIONAL INTERNSHIP PROGRAM

Orange County Sanitation District



The wastewater industry is experiencing increased demand for qualified staff that are trained and certified to perform skilled tasks related to the operation and maintenance of their facilities. With the continued growth in the Orange County area, and today’s environment of regulatory and economic change, it has become a challenge for the wastewater industry overall. The Orange County Sanitation District (OC San) also faces a significant number of retirements in the upcoming years, so as an initiative to address the turnover of the skilled workforce, OC San will collaborate with local colleges and universities to create a vocational internship program.

This program is being offered as an opportunity to do something for the communities OC San serves as well as develop the skilled workforce for the future. The program strives to offer a learning environment for students to develop workplace readiness skills, gain work experience, and learn about careers within the wastewater industry. This program has also been designed to provide practical on-the-job experience to potential future wastewater employees.

OC San’s vocational internship program will be part of a student’s educational plan to explore a given career path that integrates classroom study with planned, supervised work. It will allow students to explore opportunities at OC San, establish professional relationships, receive mentoring, and provide OC San with innovative ideas. Completion of the program may also provide students with the prerequisites necessary to apply for the wastewater certification exams.

Students will be selected each year to rotate over the course of 52-weeks through an orientation and five different career modules: Wastewater Treatment, Mechanical Maintenance, Rebuild, Instrumentation Maintenance, & Electrical Maintenance. OC San reserves the right to end the internship early based on workload needs. Students will be paid \$21/hour and work 28-hours per week. Students must be enrolled in at least 3 college level units in a water, wastewater treatment, operations, or maintenance program offered by an accredited college or university.

Goals

There are many different goals and objectives that OC San expects to accomplish with the vocational internship program. These goals reflect OC San’s desire to help students, give back to the community, and provide a cost-effective means to promote a stable, experienced workforce for the future.

- Provide career-related knowledge and experience to students.
- Give students real-world exposure to new trends.
- Give students the opportunity to gain experience in a diverse work environment.
- Provide students with mentoring and on the job training.
- Help students build professional contacts and relationships.
- Assist students in choosing a career path through a specific field of study.
- Assist students in gaining college credit for work experience.
- Assist students in financing college classes through paid internships.
- Increase the pool of qualified applicants who can meet current and future workforce demands and education, experience, and job requirements.
- Promote collaboration between employers, educators, and communities to support workforce development.
- Help create recognition of OC San among students, communities, and others.

Program Requirements

Students selected for this program must remain enrolled in at least 3 units for the duration of their internship. Students selected to participate in this program are not considered regular employees; therefore, are not eligible for benefits (retirement, health, dental, vacation time), overtime, or holiday pay except for sick leave as required by AB1522. There are several requirements for the program:

- Students must be at least 18 years of age and must successfully complete a background investigation, drug screening, physical exam, and are authorized to legally work within the United States.
- Students must have completed at least 6 units within a water, wastewater treatment, operations, or maintenance program offered by an accredited college or university to ensure that students being considered are interested and committed to working in the wastewater industry.
- The duration of the internship shall not exceed 52 weeks (calendar year) – There will be no extensions, and no priority of hire.
- Students may only work the Monday through Thursday day shift from 6:00AM to 1:30PM, except during orientation, which may be 7:00 AM to 2:30 PM.
- Students are expected to work 28 hours per week during the 52-week period.
- Students will not exceed 28 hours per week. Overtime is not authorized, nor is flexing of the work schedule.
- All students will be required to attend a 1-week orientation session that will include all regulatory and safety training, in addition to a review of applicable policies, workplace practices, and rules, students should also possess familiarity with computer-based training.

Program Terms & Conditions

Vocational internship positions will be available as paid positions, at the rate of \$21/hour. OC San reserves the right to modify any of the career modules at any time based on the needs of the organization.

Vocational internship positions will be offered as “at-will employment.” The Human Resources Department will administer the vocational internship program, which includes: background investigation, drug screening, physical exams, authorization to work in the United States, and coordination with the student’s educational institution.

Students will not attend any training outside of the required safety training unless it relates to health and safety in the workplace.

Evaluations may be completed after each of the five modules and submitted to the Human Resources Department and participating school. Feedback will ensure that guidance is provided to support and develop the student, and to determine the credit earned for the coursework completed.

Required Coursework

Students participating in the vocational internship program must be enrolled in at least 3 college level units in a water, wastewater treatment, operations, or maintenance program offered by an accredited college or university.

Rotation & Schedule

Students will work as an “intern” at the Orange County Sanitation District, gaining valuable experience rotating through five different career modules, while attending approved courses at their educational institution. Students must work at a satisfactory performance and attendance level and must maintain a GPA of 2.0 or better in college coursework to remain in the program.

Each student will have a personalized internship schedule that begins with a one-week program orientation and general safety training provided by the Orange County Sanitation District. The 52-week rotation consists of five different career experience modules that vary in duration. The modules include Wastewater Treatment, Mechanical Maintenance, Rebuild, Instrumentation Maintenance, and Electrical Maintenance. Students will be evaluated at the completion of each career module to determine continued participation in the program.

Safety

Students will attend safety training and orientation to OC San in the first week of the program. Students will receive training on general safety and security, chemical safety overview, process schematic review, and site-specific orientation and tours. Work assignments will not be made until all safety training and orientation has been completed.

Required Safety Training*

Topics	Type
Access to Medical Records	Web
Asbestos Awareness	Web
Atmospheric Monitors	Web
COVID-19	Web
Compressed Gass Cylinder	Web
Confined Space	Instructor Led
Defensive Driver	Web
Electrical Safety Awareness	Web
Emergency and Disaster Preparedness	Web
Ergonomics in the Workplace	Web
Eyewash Inspection	Web
Fire Safety & Prevention	Web
Hazard Communication	Web
Hazardous Waste	Web
Hearing Conservation	Web
Heat Illness	Web
Hexavalent Chromium	Web
Hot Work Permits	Web
Injury & Illness Prevention (IIPP)	Web
Ladder Safety	Web
Lockout Tagout	Instructor Led
Machine Guarding	Web
Personal Protective Equipment (PPE)	Web
Slips, Trips & Falls	Web
Workplace Security Awareness	Web
Overhead Crane Awareness	Web
UST / AST Awareness	Web

*Subject to change as needed

