

# Applying for an Operator-In-Training Certification (OIT)



## OPERATOR IN TRAINING

### Why Become An OIT?

- You can become part of an important profession that makes a difference in the Commonwealth.
- By becoming an OIT, you can demonstrate to your employers that you have advanced skills and knowledge. This can also open the door to future salary increases.
- Some locations are beginning to experience a shortage of operators as the existing workforce reaches retirement age. As an OIT, you will be well-positioned to compete for these jobs.

### Who Can Be An OIT?

- Anyone can apply for an entry-level OIT as long as he or she has a high school diploma or equivalent.
- An individual with an active certification license can apply for an OIT license that is one level higher and of the same type as the certification that the individual currently holds.

### How Does Someone Become An OIT?

- OITs must pass the appropriate operator certification exam and work under the responsible charge of a mentor.
- To apply for the exam, individuals must submit the following to the Certification and Licensing Branch: the Education and Experience Documentation Form, the Registration Form for Exams and Training, the appropriate fee and a letter from the applicant's mentor.
- The letter from the mentor must include:
  - A commitment to oversee the applicant's work after the applicant becomes an OIT;
  - A commitment to mentor the applicant as long as the applicant is under the mentor's direct responsible charge;
  - Verification that the mentor is not currently mentoring any other OITs; and
  - Confirmation that the mentor holds a certification license that is equal to or greater than the certification level required to serve in primary responsibility of the facility where the mentor and prospective OIT works.

### Can An OIT Be In Responsible Charge?

- A Wastewater Treatment Class I-OIT who operates a wastewater treatment plant owned by the operator that serves only one residence may have primary responsibility for that plant. All other Class I-OIT certifications may not be in responsible charge of a facility.
- Class II-IV OITs can be in responsible charge of a facility as long as they meet the requirements otherwise spelled out in regulations governing the staffing of treatment plants.

Certifying **Professionals**

