

WATER/WASTEWATER TREATMENT PLANT OPERATOR

DESCRIPTION

This job description illustrates typical tasks that are common to a water/wastewater treatment plant operator; however, the tasks described are not meant to be all-inclusive.

The water/wastewater treatment plant operator is responsible for technical work involving the operation and maintenance of the City's water treatment plants, the water distribution system, and the wastewater treatment plant.

Individuals assigned to this position are expected to exercise initiative and sound judgment in working without close supervision and to possess the specialized skills, knowledge, abilities, and training required to operate and maintain assigned water treatment plants, pump stations, and well facilities.

This position works under the direction of the Director of Public Works or his/her designee.

ESSENTIAL JOB FUNCTIONS

This position performs preventive and corrective maintenance to plant equipment, mixing of chemical solutions, operation of manual valves, general plant cleaning, painting, and grounds maintenance. It also performs routine laboratory analysis for control of the treatment process; analyzes, records, and evaluates instrument readings and laboratory test results; and makes process treatment adjustments as required.

The position may be subject to call and rotational shift work as assigned, and must be available 7 day a week, 24 hours per day, as needed.

The position performs duties in the distribution system; assists with water meters, valves, hydrants, and any other duties asked to complete; must also assist with wastewater collection system as needed.

The position prepared daily reports on water quality, power consumption, chemical treatment, rainfall, and all other necessary tasks necessary to maintain adequate and potable supply of water to the distribution system.

QUALIFICATIONS

The candidate selected will have the following basic qualifications:

- Knowledge of the techniques and operational characteristics of machinery associated with the operation of the water and wastewater treatment plants;
- Working knowledge of mathematics, computers, chemistry, and other physical sciences;
- Working knowledge of repair techniques of pumps, motors, power generators, and related operational equipment;

- Ability to prepare, maintain, and evaluate mechanical and electrical test readings and the knowledge and initiative to institute appropriate actions as required;
- Ability to prepare clear, concise oral and written reports;
- Ability to establish and maintain effective working relationships with fellow employees, municipal officials, state agencies, and the general public;
- High school graduate with one year of actual experience in a water/wastewater treatment plant, or equivalent combination of education and qualifying experience;
- Possess a State of Vermont Department of Water Resources Class IV C Water Treatment Plant Operator's license, and a Grade I Wastewater License; or
- Demonstrate the ability to obtain the proper licensure over a maximum period of four years;
- Valid Vermont driver's license.

EQUIPMENT USED

All equipment normally associated with water/wastewater facilities.

WORK ENVIRONMENT AND PHYSICAL ACTIVITIES

Work is normally performed both indoors and outdoors in all types of weather conditions. It involves climbing, bending, and lifting items in excess of 50 lbs.