

WATER TREATMENT PLANT OPERATOR A

Grade: 15
Full-Time, Non-exempt, Essential
Effective: 08/2020

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs intermediate technical work operating a water treatment plant; does related work as required. Work is performed under the limited supervision of the Water Treatment Plant Chief Operator.

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, peripheral, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, hazards, atmospheric conditions, and wearing a self-contained breathing apparatus.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

1. Operates a water treatment plant, wells, makes regular inspections of plant and equipment ensuring continuous effective operation;
2. Reads meters, gauges and dials; records statistical data; maintains logs of readings;
3. Starts, stops, and makes minor repairs to pumps, motors, and equipment; reports any problems or need for equipment repair to supervisor;
4. Maintains appropriate chemical levels by adjusting system controls and/or adding, adjusting, and replacing chemicals in treatment plant system;
5. Collects water samples and performs laboratory tests; identifies concentrations of chemical, physical or biological characteristics of water; records findings in logbook; evaluates data and writes reports as required;
6. Performs a variety of preventative maintenance tasks such as oiling and adjusting power driven water pumps, changing chlorine tanks, cleaning equipment, changing oil, repairing pumps, valves, drive and drive units, drains and cleans tanks and basins, etc.;
7. Ensures that plant, wells, and pump stations operate within required standards;
8. Unloads chemical deliveries and loads chemicals into feed equipment;
9. Operates pumps and valves to control and adjust flow and treatment process;
10. Answers telephones and radios; makes copies of forms and records; maintains files and log records;
11. Performs building and grounds maintenance including cleaning, mowing and weed eating;
12. May perform the duties of Chief Water Treatment Plant Operator as qualified and assigned;
13. Performs related tasks as required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of equipment, facilities, methods and procedures used in water treatment plant maintenance and operation activities; thorough knowledge of laboratory procedures and practices for testing water samples; thorough knowledge of safety procedures and equipment used in performing assigned work; ability to monitor plant operations and to identify and implement needed control procedures; ability to operate and maintain water treatment equipment; ability to perform process control calculations; ability to communicate effectively orally and in writing; ability to understand and carry out written and oral instructions; ability to keep written records; ability to establish and maintain effective working relationships with associates.



EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school supplemented by on-the-job training and formal instruction in water treatment plant operations and moderate experience in the operation of a water treatment plant.

SPECIAL REQUIREMENTS:

Possession of appropriate driver's license valid in the Commonwealth of Virginia. Possession of Class II Water Treatment Plant Operator's license. Ability to obtain Class I Water Treatment Plant Operator's license within 12 months of employment. Must possess satisfactory results of a criminal history background check and a credit check.

DISCLAIMER:

The above information in this description has been designed to indicate the general nature and level of work performance by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications as required of employees assigned to this job.

