

TITLE: Waste Water Treatment Plant Operator in Training

PW/40

DEPARTMENT: Public Works, City of Franklin

JOB SUMMARY: This position participates in the operation of a wastewater treatment plant.

FLSA Status: This position is non-exempt.

MAJOR DUTIES:

- Monitor the SCADA system for plant equipment operation.
- Makes regular inspection of plant and equipment to monitor operation.
- Collects samples for testing; performs tests relating to plant operations.
- Pumps sludge from thickener to digester.
- Makes changes in plant processes as directed by Chief and Lead operators necessary to improve plant efficiency.
- Document meter readings, gauges, dials; and plant operations on bench sheets and daily operations log book.
- Monitor plant equipment for proper operation and inform the Lead Operator of any equipment repair needs.
- Transfer, mix and measure chemical feed systems.
- Performs minor plant maintenance and housekeeping duties.
- Performs field and laboratory testing.
- Maintains operational reports, time clock readings, calculate plant flow and prepares reports.
- Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY POSITION:

- Knowledge of principles, practices, and equipment of wastewater plant operations.
- Knowledge of hydraulics, chemical, and mechanical principles pertinent to treatment plant operations.
- Knowledge of the chemical and physical processes involved in the treatment of wastewater.
- Knowledge of the occupational hazards and safety precautions involved in wastewater plant operations.
- Knowledge of personal computers for word processing and electronic communications.
- Skill in the preparation of detailed reports.
- Skill in oral and written communication.

- Skill in comprehending, understanding, and interpreting complex and technical information.

SUPERVISORY CONTROLS: The Lead Operator assigns work in terms of general instruction. The Lead Operator spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES: Guidelines include the Federal Clean Water Act and EPA, Virginia Department of Environmental Quality, Virginia Department of Health, US Department of Agriculture, OSHA regulations and the plant Operations and Maintenance manual. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY: The work requires an ability to interpret complex operational and maintenance requirements in a State Regulatory environment. Inclement weather conditions can contribute to the complexity of assigned duties.

SCOPE AND EFFECT: The purpose of this position is to train as a WWTP operator and achieve licensure as a WWTP Operator while participating in the operation of the treatment plant. Successful performance in this position ensures that the plant operates in compliance with all local, state, and federal regulations.

PERSONAL CONTACTS: Contacts are typically with other city personnel, regulatory agents, contractors, vendors, and members of the general public.

PURPOSE OF CONTACTS: Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS: The work is typically performed while intermittently sitting, standing, bending, crouching, stooping and walking. The employee frequently lifts light and heavy objects, climbs ladders, works around open tanks and uses tools or equipment requiring a high degree of dexterity.

WORK ENVIRONMENT: The work is typically performed in an office, warehouse, or outdoors setting. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, contagious diseases, irritating chemicals, and occasional cold or inclement weather. The work requires the use of protective devices such as masks, goggles, or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.

MINIMUM QUALIFICATIONS:

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education or equivalent.
- Ability to understand the basic principles relevant to the major duties of the position and understand instructions.
- Possession of or ability to readily obtain and maintain a valid driver's license for the type vehicle or equipment operated.
- Ability to obtain an appropriate state-certified license for water or wastewater treatment or distribution as appropriate within 1 ½ years of employment.