

WASTEWATER PLANT OPERATOR

PURPOSE OF JOB

Employees in this class are under supervision of the Wastewater Plant Manager. Work performed in operating the wastewater treatment plant; performs other work as required.

EQUIPMENT/JOB LOCATION

- The employee will operate light and heavy equipment such as various trucks and equipment used in general maintenance and construction
- Employee works inside and outdoors regardless of weather
- The employee may be exposed to the hazards of chemicals, open pits, water, sewage, and various types of chemicals
- The employee will be exposed to loud noise, dirt, dust, tobacco smoke, and foul odors
- The employee drives a vehicle to sites as needed

ESSENTIAL FUNCTIONS OF THE JOB

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Conducts bacteriological and chemical tests required by local, state and federal regulations
- Observes the conditions of sewage entering the treatment plant, adjusts the addition of chemicals for proper sewage treatment according to prescribed standards
- Adjusts the composition of chemicals used in treating wastewater
- Insures that all systems are working properly including the primary and secondary clarifiers, chlorinators, and filters
- Insures the timely and accurate completion of a variety of reports as required by local, state, and federal regulations

ADDITIONAL EXAMPLES OF WORK PERFORMED

- May drive wastewater truck and haul sludge
- Performs maintenance on pumps and other equipment, including packing bearings on motors, changing or adding oil, makes necessary repairs on equipment, washes tanks, etc.
- Performs additional duties or emergency duties after normal working hours when requested by supervisor
- Performs other jobs as required

REQUIRED KNOWLEDGE AND ABILITIES

- Knowledge of the principles of wastewater treatment
- Knowledge of the legal requirements for wastewater treatment
- Knowledge of all chemical tests and laboratory equipment used in wastewater treatment
- Knowledge of occupational hazards and safety precautions
- Knowledge of Federal and State wastewater regulations
- Knowledge of OSHA and TOSHA regulations
- Knowledge of departmental functions, rules, regulations, and procedures

- Ability to use laboratory equipment and perform chemical tests
- Ability to keep detailed records and reports
- Ability to maintain a high level of discipline and morale
- Ability to communicate clearly and effectively orally and written
- Ability to complete accurate records and make reports
- Ability to establish and maintain an effective working relationship with the public and other employees

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Any combination of training and experience equivalent to:

- High school diploma or equivalent
- A valid Tennessee Class IV Wastewater Treatment Plant Certificate is preferable or the ability to obtain same within five years from date of employment
- Physically able to lift up to 75 lbs
- Possess a valid operator's license
- Must be examined by a city designated physician to make a determination if applicant will be able to perform all essential duties required of this position

(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

PHYSICAL REQUIREMENTS: Must be physically able to operate a variety of automated machines and tools which include a motor vehicle, computer, printer, typewriter, facsimile machine, copy machine, calculator, telephone, etc. Must be able to use body members to work, move or carry objects or materials. Must be able to exert up to twenty (20) pounds of force occasionally, and/or up to ten (10) pounds of force frequently. Physical demand requirements are at levels of those for sedentary work.

DATA CONCEPTION: Requires the ability to compare and/or judge the readily observable functional, technical, structural, or compositional characteristics (whether similar to or divergent from obvious standards) of data, people, or things. Some tasks require the ability to perceive and discriminate colors, or shades of colors, sounds, odor, depth, and visual cues or signals. Vision requirements include being able to read small prints such as maps.

INTERPERSONAL COMMUNICATION: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes giving assignments and/or directions to co-workers.

LANGUAGE ABILITY: Requires the ability to read a variety of informational documentation, directions, instructions, and methods and procedures related to this job. Requires the ability to write reports with proper format, punctuation, spelling and grammar, using all parts of speech. Requires the ability to speak with and before others with poise, voice control, and confidence using correct English and a well-modulated voice.

INTELLIGENCE: Requires the ability to learn and understand basic to complex principles and techniques; to make independent judgments in absence of supervision; to acquire knowledge of topics related to this job.

VERBAL APTITUDE: Requires the ability to record and deliver information to supervisors and officials; to explain procedures and policies; and to follow verbal and written instructions, guidelines and objectives.

NUMERICAL APTITUDE: Requires the ability to utilize mathematical formulas; add and subtract totals; multiply and divide; determine percentages; determine time and weight; and utilize statistical inference.

FORM/SPATIAL APTITUDE: Requires the ability to inspect items for proper length, width, and shape, visually with equipment.

MOTOR COORDINATION: Requires the ability to coordinate hands and eyes in using automated equipment.

MANUAL DEXTERITY: Requires the ability to handle a variety of items, equipment, control knobs, switches, etc. Must have the ability to use one hand for twisting or turning motion while coordinating other hand with different activities. Must have average levels of eye/hand/foot coordination.

COLOR DISCRIMINATION: Requires the ability to differentiate colors and shades of color.

INTERPERSONAL TEMPERAMENT: Requires the ability to deal with people (i.e. staff, supervisors, general public, and officials) beyond giving and receiving instructions such as in interpreting departmental policies and procedures. Must be adaptable to performing under considerable stress when confronted with an emergency related to this job.

PHYSICAL COMMUNICATION: Requires the ability to talk and/or hear: (talking – expressing or exchanging ideas by means of spoken words). (Hearing – perceiving nature of sounds by ear).

ENVIRONMENTAL FACTORS: Performance of essential functions may require exposure to adverse environmental conditions such as dirt, dust, pollen, wetness, humidity, rain, fumes, smoke, temperature and noise extreme, electric currents or toxic agents.

Note: This job description does not constitute an employment agreement between the City of McMinnville and the employee and is subject to change by the employer as the needs of the City and requirements of the job change. The City of McMinnville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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