

WASTEWATER TREATMENT PLANT OPERATOR

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| Class Title: | Wastewater Plant Operator | Job Code Number: | 08-428-10-140 |
| Department: | Sewage Treatment | Grade Number: | |
| Division: | Skilled Labor | Union: | UAW |
| Date: | 03-01-22 | Location: | Tamaqua WWTP |

GENERAL PURPOSE

Performs a variety of semi-skilled and skilled technical and maintenance work in the maintenance, repair, replacement and operation of municipal wastewater treatment systems.

SUPERVISION RECEIVED

Works under the general supervision of the Wastewater Treatment Plant Work Leader.

SUPERVISION EXERCISED

None generally, but may serve as a lead worker over lower-level operators or maintenance workers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Operates and maintains the wastewater treatment system, treatment plant, pumping stations and combined sewer overflow facilities to control flow and processing of wastewater, sludge, influent and effluent in order to meet NPDES or other local, state or federal regulations.

Monitors and inspects the construction, maintenance, repair and operation of wastewater equipment, sewer treatment systems, combined sewer overflow facilities, pumping stations, and meters at frequent intervals to insure that all systems are functioning properly and comply with standards; monitors the control and use of equipment, materials and supplies.

Monitors the performance of all equipment, gauges, meters and charts in the treatment plant and pumping stations; records statistical data concerning plant operations; charts lab test results for trend analysis and maintains accurate records of analyses and test results; evaluates data and writes reports as required.

Operates, maintains, repairs and replaces equipment as necessary including, but not limited to, grit collectors, clarifiers, digesters, aeration tanks, blowers, filter presses, generators, gauges, meters, pumps, valves, pumping stations, combined sewer overflow facilities and other controls and equipment.

Analyzes sludge and wastewater influent and effluent samples to provide data for the efficient operation of the wastewater treatment plant.

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Collects samples and identifies concentrations of chemical, physical or biological characteristics of wastewater required in accordance with local, state and federal requirements; gathers and tests wastewater samples for plant reports as required.

Performs quality control tests on lab equipment and lab analyses; evaluates procedures and results for accuracy; trains lesser skilled operators in acceptable lab methods and procedures to assure accuracy of test results.

Contains and disposes of hazardous wastes generated by the lab and plant.

Responds to complaints regarding wastewater system failures, leaks, or other problems; evaluates situation; explains findings to property owners and notifies appropriate crew if necessary.

Monitors pretreatment users to assure compliance with discharge requirements.

Coordinates with other utilities for locations of utility systems.

Opens and closes, locks and unlocks facilities as needed.

Performs related work as required.

PERIPHERAL DUTIES

Serves as a member of various employee committees or other committees as assigned.

Performs the duties of subordinates as needed.

Assists other departments as needed.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

(A) High school diploma or GED equivalent, and supplemented by two (2) years of post secondary college or technical training in biology, environmental science, chemistry, public health, or a closely related field; and

(B) Two (2) years of experience relating to the construction, repair and maintenance of wastewater collection or treatment systems including the operation of related maintenance equipment; or

(C) Any equivalent combination of education and experience.

Necessary Knowledge, Skills and Abilities:

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(A) Considerable knowledge of equipment, facilities, materials, methods and procedures used in wastewater collection and treatment systems; working knowledge of wastewater treatment plant operation and maintenance activities; considerable knowledge of laboratory procedures and practices and basic chemistry laboratory analyses; working knowledge of sewer pipe installation, connection and repair;

(B) Skilled in operation of the listed tools and equipment;

(C) Ability to perform process control calculations; ability to interpret specific chemical and biological analyses; ability to accurately maintain records; ability to prepare and analyze comprehensive reports; ability to work safely; ability to carry out assigned projects to their completion; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to communicate effectively verbally and in writing; ability to understand and follow verbal and written instructions.

SPECIAL REQUIREMENTS

Must possess the appropriate Wastewater Treatment Plant Operator certification as required by the Commonwealth of Pennsylvania based on the size of the plant and the type of treatment.

Must accumulate sufficient Continuing Education Units to maintain the appropriate Wastewater Treatment Plant Operator certification.

Must possess a valid State Driver's License or have the ability to obtain one.

TOOLS AND EQUIPMENT USED

Requires frequent use of a motor vehicle, generators, pumps, gauges, common hand and power tools, shovels, wrenches, rakes, lawn mower, snow blower, calculator, various lab equipment, detection devices, mobile radio, phone, personal computer including word processing, SCADA and other software, copy and fax machine.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is frequently required to stand, talk and hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

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The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud in plant settings, and moderately quiet in office and field settings.

SELECTION GUIDELINES

Formal application; rating of education and experience; oral interview and reference check; job-related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____

Approval: _____

Effective Date: 03-01-22

Revision History: