



## **Position Title: Wastewater Treatment Plant Operator I- Pumping Stations and Treatment Facilities**

### **NATURE OF WORK**

The purpose of this position is to assist, individually and with others, in the operation and maintenance of wastewater treatment plant, machinery and equipment according to approved performance standards for which the operating unit is responsible. This includes functions such as treating wastewater, clearing and maintaining treatment plant facilities, wells, pumping stations and equipment, tanks, performing preventative maintenance and repair work, and otherwise completing assigned work. Performance is subject to review according to the City's personnel plan through observation, reports and the results achieved.

### **ESSENTIAL FUNCTIONS**

*The essential functions or duties listed below are intended only as illustration 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 work is similar, related, or a logical assignment to, or extension of, the position.*

1. Assist in the operation and maintenance of wastewater treatment plants, pump stations, machinery and equipment according to approved performance standards for which the operating unit is responsible.
2. Treat wastewater, cleaning and maintaining treatment plant facilities, wells, pumping stations and equipment, and tanks.
3. Perform preventative maintenance and repair work.
4. Performs routine laboratory analysis for control of treatment process.
5. Operates the wastewater treatment and pumping stations using the SCADA system.
6. Handles on-call duties on a rotating basis with other pump station operators.
7. Performs such other duties as may be assigned.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

1. Knowledge of and consistent operating compliance with regulatory requirements and adopted operating procedures in wastewater treatment, pumping and the operation of other system facilities.
2. Knowledge of most phases of treatment plant and pumping station operations, their machinery and equipment, purpose, affect and performance capacities, maintenance requirements, repair and replacement procedures. Provides for their reliable operation.
3. A working knowledge of effective work procedures and job safety practices.
4. On-going skills development and training in wastewater treatment and control.
5. Strong personal example to encourage others to provide a high level of service to external and internal customers.
6. Ability to establish and maintain effective working relationships with customers, co-workers, other municipal departments, regulatory agencies and City officials.

7. Ability to communicate effectively with the general public, City staff, and government officials at all levels and maintain an understanding of racial equity, inclusion, and belonging.
8. Good knowledge of the techniques and operational characteristics of machinery and the computer process control, mechanical, and electrical systems associated with the operation of a wastewater treatment and pumping facilities.
9. Mathematical skills are needed to compute ratios and monitor chemical levels.
10. Knowledge of computer applications and the ability to use and learn various software programs.
11. Knowledge of chemistry and other physical sciences.
12. Ability to prepare, maintain and evaluate mechanical and electrical test readings and the knowledge and initiative to institute appropriate corrective action.

### **ENVIRONMENT, WORKING CONDITIONS, PHYSICAL AND MENTAL EFFORT**

Primary duties of this position involve: inspecting equipment and performing maintenance on facility, equipment, and machinery. Work is performed inside labs, outside in all weather conditions, inside treatment plant, in confined spaces, at field locations, and inside vehicles. The person in this position will constantly be working around, in, under and on top of machinery and equipment to assess and maintain proper operation of equipment and facility. Current position includes some limited physical requirements including: frequently moving and transporting equipment, supplies, and tools weighing up to 80 pounds, and possible exposure to hazardous chemicals, gases, and conditions.

### **MINIMUM REQUIRED QUALIFICATIONS**

Applicants must have graduated from high school or earned a GED. Advanced training in wastewater treatment plant operations, pumps, motors or other skilled trade is desirable. Must have three years of experience in the maintenance and repair of machinery and equipment, and the operation and maintenance of a wastewater treatment plant, one year of formal training in wastewater treatment. Incumbent will have 18 months from hire date to acquire a Grade I NH Wastewater Treatment Operator Certification and 42 months from hire date to acquire a Grade II Certificate. Must possess a valid commercial drivers license, class B with Tanker Endorsement and Airbrakes within 12 months, and have no offenses which would prohibit or restrict insurability by any insurance carrier providing coverage to the City.