



Job Description

Department: Wastewater

Status: Non-exempt

Job Title: Wastewater Plant Operator Class B / C

Job Level: 5 / 6

Reports to: Plant Manager

Date job description last revised: February 2015

GENERAL DESCRIPTION OF DUTIES:

The Plant Operators perform a variety of skilled and semi-skilled work related to the operation and maintenance of the wastewater treatment plant as well as some administrative duties. The Class B Operator will perform duties with a broader scope of authority and be expected to exercise greater problem solving and decision making skills than a Class C Operator.

Work Hours: 7:30 A.M to 4:00 P.M. Monday through Sunday on Rotation; Holiday Rotations

ORGANIZATIONAL RELATIONSHIPS:

Reports to the Wastewater Plant Manager. Works closely with other staff members of the wastewater treatment plant and also assists in other areas of the public works organization as needed and will work under the direction of public works supervisors in those instances. Exercises supervision over and mentors trainees and/or D operators.

ESSENTIAL DUTIES:

The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. The City of Salida retains the right to modify or change the duties or essential and additional functions of the job at any time.

- Performs operation of Wastewater Treatment Plants including: Receiving raw wastewater from Salida and Poncha Springs, mixing chemicals, coagulation of suspended matter, edimentation of matter, filtration and disinfection of wastewater by use of ultra violet disinfection.
- Pulls sludge from digester; adds proper enzymes and chemicals to wastewater, monitors and changes ultra violet bulbs and maintenance on Ultra Violet Units.
- The operators work with large totes and barrels containing polymer and must be able to maneuver these items.
- Maintains equipment, building and grounds in a clean and orderly manner by; cutting and pulling weeds, mowing grass; shoveling snow; and other miscellaneous duties.
- Changes charts and recording sheets; inspects motors and pumps, bearing and gear boxes for overheating and proper lubrication, checks temperature on digester heat exchangers.

- Maintains records and reports on daily plant activity, which includes all chemical usage, flow rates, and laboratory analysis and reports it to manager, and or records in computer systems.
- Assists with reports to the state and laboratory testing.
- Performs other work as needed or as directed by manager.

KNOWLEDGE, SKILLS AND ABILITIES:

- In addition to possessing greater technical skills, the Class B Operator will possess greater problem solving, decision making skills and communications skills than a Class C Operator.
- Working knowledge of principles, procedures, and practices to the operation and maintenance of wastewater treatment plant and equipment.
- Follows the safety program, City policies and procedures and encourages a safe working environment. Must be comfortable using a personal computer and printer, programs including the plant SCADA, MS Word & Excel, be able to navigate the web and other office equipment.
- Ability to establish and maintain effective working relationship with employees, other government agencies and the public.
- Attention to detail and accuracy.
- Ability to communicate effectively verbally and in writing.
- Must possess a valid Colorado Driver's License.

EDUCATION AND EXPERIENCE:

High school education completed; three to five years work experience and, specifically, at least two years experience for a Class C operator and three years for a Class B in treatment plant operations.

As the respective job titles indicate, the position requires the Class "B" or "C" Colorado Wastewater Plant Operator's Certificate.

ENVIRONMENTAL AND PHYSICAL CONDITIONS:

Continuous physical effort involves standing, stooping, bending, lifting, climbing ladders, operating and maintaining equipment, etc. Constant work activity may produce fatigue at the end of the workday. Uncomfortable or hazardous working conditions exist along with exposure to harmful noise, fumes, odors, heat, dust, temperature extremes, materials, tools, chemicals, deadly gases, etc.

The hazardous work areas are identified and precautions should be taken in these areas, as well as constant safety-minded efforts and compliance with all safety procedures. As in any water industry there are always potential hazards that can cause slips and trips, special attention needs to be given in all areas of the facility. Personal protective equipment often required and used while on the job.

Must be able to lift/push/pull 60 pounds and, specifically, must have the ability to handle 55 gallon barrels of polymer. Occasional need to maneuver pumps and motors and other equipment.