

WASTEWATER TREATMENT PLANT OPERATOR

Full Time Position Thursday- Monday 7:00AM-3:30PM

INTRODUCTION:

This position performs duties in operating, monitoring and maintaining the equipment and facilities at the Winston-Green Wastewater Treatment Facility.

DUTIES

The following are examples of principal duties; however, they may not cover all duties an employee will be expected to perform:

1. Inspect and monitor facility operations and equipment to ensure proper operation; read meters, gauges, and other monitoring equipment and interpret the readings to determine processing requirements; make adjustments to controls and instruments; operate valves and gauges to adjust flow and treatment process; start, stop and lubricate equipment.
2. Perform routine, preventative and corrective maintenance on equipment; order parts and supplies as needed; contact equipment manufacturers as necessary; maintain automated records of equipment repairs, parts lists and inventories.
3. Collect samples and perform laboratory analysis; interpret results and prepare records and reports; assure quality control; regulate the flow of chlorine.
4. Participate in on-call, weekend and holiday duty as required. Respond to emergency situations and alarms.
5. Operate assigned vehicular equipment when required.
6. Perform routine janitorial and grounds maintenance as required.

KNOWLEDGE AND SKILLS REQUIRED BY THIS POSITION

Considerable knowledge of the principles, practices, and techniques of modern wastewater treatment; considerable knowledge of wastewater treatment plant equipment and its operation and maintenance; reasonable knowledge of standard laboratory procedures and analysis; reasonable knowledge of wastewater safety hazards and precautions; ability to perform strenuous physical labor in all weather conditions; basic knowledge of electricity, plumbing and hydrology; skill in the use of power tools; skill in the operation of assigned vehicular equipment; ability to prepare reports, records and statistical data; ability to use computer; ability to make operation decisions in unusual or emergency situations or in the absence of the Wastewater Treatment Plant Superintendent and Lead Operator; ability to prioritize and organize their own work day as well as any trainees or unskilled workers; ability to follow oral and written instructions; ability to meet and deal effectively with coworkers and the public.

QUALIFICATIONS

Associate degree in Wastewater Treatment Operations, engineering or a related field or two years experience in the operation and maintenance of a wastewater treatment plant or any combination of coursework, experience and training which provides required knowledge and skills necessary for the position. Must possess Oregon Grade I Wastewater Plant Operator Certification; Must possess valid Oregon Driver's License; Oregon Class A-Commercial License with appropriate endorsements preferred at hire or ability to obtain within 1 year of hire.

SUPERVISORY CONTROLS OF THE POSITION

Work is performed under policy direction of the Wastewater Treatment Plant Superintendent or Lead Operator who assigns work orally or in writing. Administrative control for routine matters is provided by the City of Winston. This position may work independently without direct supervision; however, such supervision should be readily available by telephone when unusual or emergency situations arise. Work is reviewed to ensure determinations and decisions are made in accordance to treatment plant policies, practices and procedures.

Guidelines in operations of a wastewater facility are set by the National Pollution and Discharge Emission System and are enforced by the Department of Environmental Quality. Standards are based on discharged effluent quality and set by the Environmental Protection Agency. The employee follows specific detailed guidelines on operations, maintenance and lab procedures as specified by the Wastewater Treatment Plant Superintendent.