

**CITY OF THOMSON, GEORGIA
CLASS SPECIFICATION**

CLASS TITLE:	WASTEWATER TREATMENT PLANT OPERATOR – CLASS III	DEPT. CODE:
DEPARTMENT:	WASTEWATER	DATE LAST REVISED: 11/16/17
REPORTS TO:	WASTEWATER DIRECTOR	

JOB SUMMARY:

This position assists in processing and testing equipment of the wastewater treatment plant to ensure resulting effluent meets federal, state, and local guidelines for purity and safety.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

- Operates equipment to keep the plant operating at maximum efficiency; cleans clarifiers, chlorine chamber, and all plant equipment; lubricates equipment as needed.
- Records INF-EFF flow, pounds of chlorine used per day, and waste sludge amounts; monitors sludge blankets.
- Operates sludge press and maintains bio-solids operation.
- Checks all mechanical equipment for unusual performance, such as bearings, seals, chains, and oil levels.
- Checks and records chemical levels; washes sludge and tangle rags from basins and clarifiers.
- Collects wastewater samples; detects the amount of substance present; prepares log sheets; changes charts when needed.
- Performs visual, auditory, and tactile inspections of pumps, motors, and bearings; performs minor maintenance on equipment; changes chlorine cylinders as needed.
- Inspects operation of equipment; checks for leakage, vibration, and overheating; records chemical inventory; provides procurement of chemicals and lubricants; repairs parts as necessary.
- Calibrates various meters, sterilizers, scales, furnaces, and ovens; assures equipment is in good working condition.
- Checks all pump stations and records pump running hours; ensures proper and efficient pumping; repairs pumps if necessary.
- Schedules and assists in preventative and corrective maintenance tasks.
- Performs grounds maintenance; cuts grass; fixes water leaks; runs bush hog; cleans out drying beds with backhoe; cuts limbs.
- Performs other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of the principles, practices, and methods of wastewater treatment.
- Knowledge of the application of chemical principles to wastewater treatment plant operations.
- Knowledge of the tests and safety precautions involved in wastewater treatment.
- Knowledge of mathematical principles related to proper test calibrations.
- Knowledge of plant electricity, mechanics, pumps, and motors.
- Skill in the safe and effective operation of wastewater treatment plant.
- Ability to give directions and gain compliance from subordinates.
- Ability to read and interpret complicated and important test information and technical materials.

SUPERVISORY CONTROLS: The Wastewater Director assigns work in somewhat general terms with many aspects of the work covered specifically, which requires the employee to use some judgment. The employee plans and carries out the successive steps and handles problems and deviation in the work assignment in accordance with instructions, policies, previous training, or accepted practices in the occupation. Completed work is usually evaluated for technical soundness, appropriateness, and conformity to policy and requirements.

SCOPE AND EFFECT: The purpose of this position is to assist the Wastewater Director with ensuring the effective and efficient operation of the department by overseeing operations of three wastewater plants and eighteen pump stations. The work consists of technical functions.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: While performing the essential functions of this job, the employee is regularly required to walk outdoors, climb ladders, perform excavations, climb stairs, and drive vehicles. The employee must have the physical strength and ability to sufficiently perform heavy manual labor for extended periods of time in various environments, frequently exerting force sufficient to lift, move, or maneuver 100 pounds, including frequent bending, walking, stooping, and heavy lifting. The employee must hear sufficiently to recognize changes in sounds made by machinery, equipment, or motors. The employee must see colors, shapes, and outlines of objects both near and at a distance, with depth perception required. The employee is regularly exposed to weather conditions, especially cold and hot temperatures, humidity, rain, and sun. The employee is also exposed to airborne irritants, fumes, dust, gases, noxious odors, vibrations, electrical shock, and moving mechanical parts. The incumbent's working conditions are typically very loud. The work requires the use of safety devices such as masks, goggles, and gloves. The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress requiring a range of safety and other precautions.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.

MINIMUM QUALIFICATIONS REQUIRED:

- Ability to read, write, and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for three months.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- Possession of or ability to readily obtain an appropriate state-certified license for water or wastewater treatment or distribution as appropriate.

file: Wastewater Treatment Plant Operator – Class III

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.