

## **Town of Ashland City**

### **WATER TREATMENT PLANT OPERATOR**

#### **DEFINITION**

This employee assists in the operation and maintenance of the water treatment plant. The employee may also perform a variety of general labor activities such as operation of a truck, general mechanical repairs, painting, etc. The employee is under the direct supervision of the Chief Operator. Work is generally routine and is accomplished in accordance with established policies, procedures, and practices. On occasion, independent judgment must be used when accomplishing tasks.

#### **EQUIPMENT/JOB LOCATION**

- The employee will operate a water treatment facility requiring the use of mechanical tools, laboratory and testing equipment, specialized pumps, motors, etc.
- The employee may also operate a truck, hand tools, and other maintenance type equipment.
- The employee will also operate general office equipment, including, computer, fax machine, telephone, copy machine, and communication equipment such as radios.
- The employee works indoors at desk or in a laboratory environment and outdoors performing maintenance and monitoring operations in all kinds of weather.
- The employee may be exposed to machinery with moving parts, noise, fumes and chemicals, and occasionally may be required to lift objects weighing more than 25 lbs.
- Employee will be required to wear a self-contained breathing apparatus.

#### **ESSENTIAL FUNCTIONS OF THE JOB**

- Collects, samples, and conducts bacteriological and chemical tests required by state and federal regulations.
- Adds proper chemical dosages to treat, disinfect, deodorize, and clarify water.
- Calculates percentage of water used and chemical dosage used, takes and tests samples, reads meters and gauges.
- Responsible for the accurate completion of a variety of reports as required by local, state, and federal regulations.
- Performs maintenance and repairs on plant equipment including pumps, motors and other equipment.
- Washes filters and cleans basins.
- Responsible for monitoring operation of water treatment plant during shift, including reading tank levels and sludge transfer.

#### **ADDITIONAL EXAMPLES OF WORK PERFORMED**

- Performs general upkeep of plant.
- Recommends the purchase of equipment and supplies.
- Answer citizen questions and respond to complaints.

- Performs other duties as assigned.

### **REQUIRED KNOWLEDGE AND ABILITIES**

- Knowledge of state, federal and local standards and regulations regarding water treatment and distribution.
- Knowledge of the equipment and materials used in maintaining and servicing a water plant, distribution system, and storage facilities.
- Knowledge of occupational hazards and safety regulations and precautions.
- Knowledge of theory and practice of modern water treatment, and of the machines, equipment, and material used in such treatment.
- Ability to establish and maintain effective working relationships with city officials, other employees and the general public.
- Ability to perform bacteriological tests as required by state and federal regulations, to keep records and prepare clear and concise reports of water operations.
- Ability to diagnose and alleviate pumping, treatment, storage and water condition problems.
- Ability to understand and follow moderately complex written and oral instructions.
- Ability to read and write legibly.
- Ability to perform mathematical calculations.
- Ability to wear self-contained breathing apparatus.
- Ability to operate modern office equipment including computers.
- Ability to work overtime when needed.

### **QUALIFICATIONS**

- Graduation from an accredited high school or GED equivalent, preferably supplemented by courses or training in chemistry, engineering and water plant operations.
- Experience in the operation of a water treatment facility and water distribution system preferred.
- Must possess a valid Tennessee driver's license.
- Must possess a valid State of Tennessee Water Plant Operator Class III Filtration License within two years of employment.
- Must pass a drug screen in accordance with the town's drug testing policy.