



JOB DESCRIPTION

TITLE: WATER PLANT OPERATOR
DEPARTMENT: PUBLIC WORKS
CLASSIFICATION: NAGE UNION **PAY GRADE:** DEPENDING ON CLASS A, B OR C
FLSA : NON-EXEMPT

GENERAL DESCRIPTION:

Highly responsible, technical work in the operation and maintenance of the City's Water Treatment Plant. Under the general direction of the Chief Water Treatment Plant Operator, is responsible for operating and maintaining water treatment, processing, and testing equipment to meet permit, FDEP rules, and operation requirements of the water treatment and distribution process. Uses independent judgment and initiative to troubleshoot and diagnose operational problems and takes corrective action. Monitors flow meters, gauges, flow ratios and pressures through instrument panels and programmable logic control units; monitors and records operating conditions in shift log; ensures conformance to process specifications; verifies and reports suspected malfunctions or anomalies to Chief Operator. Performs laboratory tests and determines chemical dosages. Performs routine preventative maintenance and other maintenance duties as assigned. Ensures safety and environmental requirements are consistently achieved in strict compliance with rules, regulations, and permits. Work is evaluated based upon review of oral and written reports, the efficient operation of the plant, attendance, safety, cooperation, and performance of other job duties. This is an essential emergency operations position.

ESSENTIAL JOB FUNCTIONS:

- Responsible for operation of water treatment plant, raw water well fields, ground and elevated storage tanks; participates in the control of flow and processing of raw water and finished water; takes laboratory samples at various stages of treatment, performs routine laboratory and bacteriological analysis to determine effectiveness of treatment procedures and records results.

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- Inspects water plant and well field equipment and machinery to determine that all machinery is operating properly; monitors gauges, pressures, meters, radios, and control panels and interprets and documents readings; makes adjustments required in processing to provide effective treatment and distribution; operates gates, valves, pumps, and other mechanical equipment.
- Inspects and adjusts treatment plant equipment, such as lime slaker, filters, screens, chemical feeders, variable frequency drives, pumps, and related equipment.
- Inspects, records, charts and meters and, on the basis of recorded information, makes adjustments to controls in conformance with operating instructions; starts and stops pumps, engines, and generators to control flow of both raw and finished water through the pumping, treatment, storage and distribution processes.
- Ensures that building, equipment, and grounds are maintained in a clean and safe manner; performs required repairs of equipment and facilities.
- Maintains plant records regarding treatment operations during assigned shift; assists with operating reports; reports malfunction of equipment to Chief Operator.
- Coordinates and reviews information with oncoming operator at shift change; may oversee work of trainee or new operator(s).
- Receives after-hours phone calls, records and relays messages; notifies appropriate Department supervisor in the event of an after-hours call out if field crew is necessary.
- Provides shift emergency coverage; works weekends; works holidays.
- May operate a vehicle and/or assist water distribution field crews as necessary.
- Performs other job related duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities:

Knowledge of water treatment plant operations, policies, procedures and methods
Knowledge of biology, math and chemistry
Knowledge of lime softening operations
Knowledge of chemical systems used in the water treatment process
Knowledge of proper safety procedures, including but not limited to chlorine and PPE,
Laboratory skills
Proficiency with computers
Knowledge of SCADA system equipment and operation
Ability to make and maintain records and reports
Ability to read and interpret diagnostic and laboratory reports
Ability to analyze and interpret equipment readings in order to make appropriate adjustments
Ability to inspect machinery and mechanical equipment to detect defects and make repairs
Good mechanical skills
Ability to operate hand tools and light equipment
Ability to comprehend and follow both written and verbal instructions
Ability to communicate both verbally and in writing

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Ability to train others in principles, practices, and regulatory standards associated with work
Ability to work rotating shifts including nights, weekends, and holidays

Education and Experience:

High school diploma or possession of an acceptable equivalency.
Minimum of 2,080 hours (1 year) experience working in a water or wastewater treatment facility.

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

Licenses, Certifications or Registrations:

Valid Florida Driver's License.
Current State of Florida Class "A, B or C Water Treatment Plant Operator License

ESSENTIAL PHYSICAL SKILLS:

Acceptable eyesight (with or without correction)
Acceptable hearing (with or without hearing aid)
Moderate (15-44 pounds) lifting and carrying
Climbing
Depth perception
Distinguish colors
Pushing
Pulling
Walking
Standing
Kneeling
Bending
Stopping
Reaching
Smelling
Driving

ENVIRONMENTAL CONDITIONS:

Works inside
Works outside in various weather conditions with: noise, chemicals, electrical energy or radiant energy, odors

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Slippery surfaces
Uneven surfaces
Vibrations

DISCLAIMER STATEMENT

This job description is not intended as complete listing of job duties. The incumbent is responsible for the performance of other related duties as assigned/required. The physical demands described herein are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.