

Water Plant Operator - The Town of Jupiter Island/South Martin Regional Utility is looking for Water Plant Operator. Complete job description available at [www.southmartinregionalutility.com](http://www.southmartinregionalutility.com)

Open until filled. Submit resume and employment application to Vanessa Mutchnik [vmutchnik@tji.martin.fl.us](mailto:vmutchnik@tji.martin.fl.us) at Town Hall. EOE/DFWP/Exempt

## ***Water Plant Operator***

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***1/2/2020***

**DEPARTMENT:** South Martin Regional Utility  
**FLSA DESIGNATION:** Hourly / Non-Exempt

**CLASSIFICATION:** Full-time

**APPROVED BY:**

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### **REPORTING RELATIONSHIPS**

Position Reports to: Chief Water Plant Operator  
Position(s) Supervised: None

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### **DISTINGUISHING FEATURES OF THE POSITION**

This is a skilled technical position responsible for operating and maintaining water treatment plants and water wells and producing safe drinking water in accordance with Federal and State regulatory requirements.

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### **DUTIES AND RESPONSIBILITIES:**

- Collects water samples at various locations.
- Performs chemical tests and laboratory analysis of water samples.
- Performs lab equipment calibration.
- Operates, maintains and repairs pumps, motors and equipment.
- Takes readings of equipment settings and chemical levels; records data into computers.
- Monitors computerized display of plant operational status and water quality parameters.
- Adjusts valve and equipment settings which control chemical flows and mixing, as necessary.
- Maintains water reservoir levels, system pressures and industrial equipment.
- Prepares reports and logs for regulatory agency reports.
- Maintains a clean and safe physical environment in the plants and well fields.
- Responds to automatic system alarm calls after hours.
- Troubleshoots and corrects problems; advises supervisors as necessary.
- Maintains and updates distribution system fire hydrant flushing program and related records.
- Operates emergency power generators, electrical switchgears, and various industrial equipment.
- Provides advice and recommendations to supervisor.
- Assists other operators and supervisor with special projects as necessary.
- Assists other utility divisions as necessary.
- Assists in Town/SMRU preparations for severe storms, hurricanes and other weather emergencies and is considered an essential first responder following a major weather/emergency event.
- Assists in post-storm damage assessment, clean-up and repair.
- Drives throughout the service area.
- Trains and mentors other operators as needed.
- Performs related duties as necessary or assigned.

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### **EDUCATION / CERTIFICATION:**

- Graduation from high school or equivalent is required.
- Florida Class C Water Plant Operator's Certification is required; Class A or B is preferred.
- A valid Florida driver's license is required.

## **EXPERIENCE:**

- One to three years' experience in water treatment plant operation is required.
  - Reverse osmosis experience is preferred.
  - Groundwater Treatment experience is preferred.
  - Wellfield maintenance experience is preferred.
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## **KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of water utility operations including procedures, methods and materials used in water production.
  - Knowledge of the occupational hazards and safety precautions applicable to water production.
  - Knowledge of hazardous chemical handling and proper emergency response to exposure.
  - Ability to communicate effectively, orally and in writing.
  - Ability to read, understand and comply with federal, state and local regulations.
  - Ability to read, understand and follow operations and maintenance manuals.
  - Ability to understand and perform basic math.
  - Ability to use computer for writing reports, recording data, E-mail and Internet.
  - Ability to operate specialized computer systems used in water production and distribution.
  - Ability to maintain records and prepare clear and concise reports regarding plant operation.
  - Ability to work cooperatively with utility staff, management and the general public.
  - Ability to analyze problems, identify alternative solutions, project consequences of proposed actions, and recommend solutions.
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## **WORKING CONDITIONS**

Must be able to work outside in all types of weather conditions while performing job duties; must be able to work indoors with or near toxic or caustic chemicals; must be able to work around loud noises, mechanical and electrical hazards; must be able to work within confined spaces occasionally.

Must be able to work with physical dexterity, walking or standing for long periods of time; must be able to lift or move 50 pounds routinely, and move up to 100 pounds on occasion; must be able to use sensory perception (sight, hearing, touch, smell) to help determine the nature of a situation and to help make operational decision.

**DISCLAIMER: INTENT AND FUNCTION OF JOB DESCRIPTIONS**

*Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.*

*Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.*

*All descriptions have been reviewed in an attempt to illustrate job functions and basic duties, in addition to 'peripheral tasks' or that could generally be considered "other duties as assigned". In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate. Requirements, skills and abilities included have been determined to illustrate the minimal standards required to successfully perform the positions.*

**ADVERTISEMENT LANGUAGE:**

*Job Title:*