

UTILITY PLANT OPERATOR III
118-2

GENERAL DESCRIPTION

This is skilled technical work and supervision in operating and maintaining the City's water and wastewater treatment plants and associated distribution and collection systems. This position is designated as the lead operator for the water and wastewater plants.

REPORTING RELATIONSHIPS

Reports to: Assistant Water Utilities Director
Public Works Director

Supervises: Utility Plant Operators I & II, and Trainees
Utility Line Mechanics as assigned

ESSENTIAL POSITION FUNCTIONS

1. Assists in developing and instructing operators in procedures to be followed in adjusting plant operations to meet normal and emergency variations in water demand; makes adjustments as required.
2. Supervises all other plant operators.
3. Assists in setting up procedures for continual testing of water or wastewater.
4. Reviews test reports to determine adequacy of treatment.
5. Makes process control adjustments to ensure compliance with State and Federal regulations related to water and wastewater treatment plant operations.
6. Constructs laboratory tests.
7. Performs moderately complex mathematical calculations.
8. Keeps records of plant operations and prepares reports as required by the various regulatory agencies.
9. Performs maintenance and makes minor repairs to pumping and purifying equipment and maintains records of all maintenance performed.
10. Back-washes filters.
11. Ensures proper operation of all chemical feed equipment used for water and wastewater treatment.
12. Checks and lubricates all equipment as necessary.
13. Orders supplies as needed.
14. Remains on-call for duty 24 hours a day.
15. Participates in standby rotation as scheduled.
16. These essential job functions are not to be considered as a complete statement of all duties performed. Employees will be required to perform other job-related duties as necessary and consistent with the position.

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MINIMUM QUALIFICATIONS

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of the hazards of the work and appropriate precautions.
- Knowledge of the laws, rules and regulations governing water and wastewater treatment.
- Knowledge of the functions and servicing of mechanical equipment and machinery in treatment plants.
- Knowledge of the processes involved in the treatment of water and wastewater.
- Knowledge of chemistry as related to water and wastewater treatment.
- Ability to inspect machinery and mechanical equipment.
- Ability to make detailed oral and written reports on water and wastewater readings to Director.
- Ability to make mathematical calculations.
- Ability to detect flaws in operations and solve operating problems.
- Ability to perform preventive maintenance and to make repairs to equipment.
- Skill in reading and interpreting the data on meters, gauges, and flow charts.
- Skill in performing a variety of water and wastewater tests.
- Ability to establish effective working relationships with employees and the general public.
- Knowledge of safe working procedures.

EDUCATION AND EXPERIENCE

High school graduation or equivalent supplemented by courses in chemistry, biology or bacteriology and at least five (5) years experience in water and wastewater plant operations. Any equivalent combination of training, education and experience that provides the necessary knowledge, skills and abilities may be considered for the minimum qualifications.

LICENSES, CERTIFICATIONS, OR REGISTRATIONS

- Possession of Class "B" Wastewater Treatment Plant Operator's Certificate from the State of Florida and a Class "C" or higher Water Treatment Plant Operator's Certificate.
- Possession of valid Florida Drivers License, and maintain compliance with Vehicle Use Policy requirements, Section 8.15 (c) in the City's Personnel Manual.

ESSENTIAL PHYSICAL SKILLS

- Good vision (with or without correction)
- Good hearing (with or without correction)
- Moderate lifting and carrying (up to 45 pounds)
- Distinguish colors
- Walking

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- Standing
- Smelling
- Climbing
- Reaching
- Pushing
- Pulling
- Kneeling
- Bending
- Stooping
- Balancing
- Depth perception
- Driving
- Equipment operation

ENVIRONMENT CONDITIONS

- Works inside.
- Works outside in various weather conditions with: chemicals, solvents, electrical energy, odors, fumes, dirt and dust.
- In or with moving objects.
- Heights (up to 60 feet).
- Works below ground level.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. Reasonable accommodation will be made for otherwise qualified individuals with a disability.

Approval:  Approval: 
Personnel City Manager

Council Approval Date: September 18, 2012