Job Description

Job Title:	Chief Wastewater Plant Technician	Classification:	Classified
Department:	Public Works	Grade:	210
Occupational Group:	Maintenance and Trades	FLSA:	Non-Exempt
Status:	Full-Time	Supervisory:	Yes

Primary Purpose

Under general supervision; supervises and performs a variety of skilled work to repair and maintain wastewater lift stations; maintains and repairs wastewater treatment equipment and facilities.

Essential Job Functions

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Regular and consistent attendance for the assigned work schedule is essential.

1. Plans, coordinates, assigns, and reviews work of subordinate staff responsible for maintaining and repairing lift station and wastewater treatment plant equipment and facilities.
2. Schedules and oversees routine preventive maintenance work of wastewater equipment and facilities.
3. Maintains records; prepares reports for maintenance and repair activities.
4. Maintains requisition funds for the purchase of parts, supplies, and materials needed to repair and maintains a variety of pumps and control devices used in wastewater treatment facilities and lift stations.
5. Maintains wastewater lift station equipment including lubrication; performs preventive maintenance on a variety of pumps and control devices.
6. Checks lift stations and manholes during inclement weather; reports problems and SSO's reported for equipment malfunctions at lift stations and wastewater treatment plant facilities.
7. Supervises maintenance and repair work of staff and contractors on equipment, facilities, and lift stations. Assists staff to complete necessary repairs, as needed.
8. Determines nature of problem, parts, materials, and tools/equipment needed to make necessary repairs.
9. Operates wastewater treatment plant as a backup operator, as needed.
10. Contributes effectively to the Public Works Department, communicates effectively with co-workers, both within the department as well as outside the department. Maintains satisfactory attendance to ensure duties are performed without negatively impacting co-workers or delivery of service to the public.

Other Duties

- Attends and participates effectively at division staff meetings.
- Maintains the confidentiality of files, records, reports as required by law, City policy, and procedures.
- Performs other duties as assigned.

Minimum Qualifications

Knowledge of: Procedures and techniques for maintaining and repairing a variety of pumps and control devices used in wastewater treatment operations/facilities; general principles and practices of wastewater

treatment; State and Federal regulations, standards and criteria regarding discharge of effluent; State and Federal regulations, standards, and guidelines regarding wastewater treatment and treatment plant operations; State and Federal recordkeeping and reporting requirements for wastewater treatment plant operations; principles and practices of employee supervision and training; general building/grounds maintenance and repair practices; Microsoft Office Suite.

Skill in: Establishing and maintaining effective working relationships with other staff; planning, coordinating, assigning, and reviewing work of subordinate staff; following complex oral and written instructions, procedures, and guidelines; operating, maintaining, and repairing wastewater treatment plant equipment; Microsoft Office Suite.

Education: High school diploma or GED equivalent required.

Experience: Three years full-time wastewater treatment equipment maintenance and repair work experience. Prior experience or training in mechanical and computer controls or SCADA and Ladder systems experience preferred.

Licenses and Certifications: Possess and maintain a valid state issued driver's license and a Missouri Class D Wastewater License at the time of appointment and throughout employment.

Physical Demands Requirements and Working Conditions

This position works in both indoor and outdoor environments. Must possess the ability to operate a motor vehicle; strength, stamina, and mobility to perform light to heavy physical work in confined spaces; operate a variety of hand and power tools and equipment; vision to read printed manuals, materials, and work instructions; hearing and speech to communicate in-person and over the telephone or radio. Finger and hand dexterity is needed to safely operate equipment and tools. Employees regularly stand and walk. Positions in this classification bend, stoop, kneel, and reach when completing tasks at ground level and overhead. Employees must possess the ability to lift, carry, crawl, push, and pull materials and objects weighing up to 100 pounds, with the use of proper equipment.

Employees work predominantly in an outdoor environment and are exposed to a variety of extreme weather conditions, exposed to loud noise levels, fumes, toxic chemicals, odors, and airborne particles; may work in cramped spaces and conditions with poor lighting and ventilation; susceptible to mechanical hazards associated with equipment and moving mechanical parts, and other hazards due to risk of electrical shock and vibration.

Miscellaneous Requirements

Requires successful post-offer completion of a background investigation, physical exam, and drug test as a condition of employment with the City of Joplin. Must complete Missouri Backflow Preventer training and applicable refresher training classes, as required.

Revision Date: 11/01/2021	Type of Change: Update position
Revision details: City-wide job description revision and updates.	