Job Description

Job Title:	Wastewater Plant Operator	Classification:	Classified
Department:	Public Works	Grade:	160
Occupational Group:	Plant Operations	FLSA:	Non-Exempt
Status:	Full-Time	Supervisory:	No

Primary Purpose

Under general supervision; performs skilled and semi-skilled work associated with the operation, maintenance, and repair of 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. Collects samples of raw and treated sewage and tests to monitor amounts of solids and pH of effluent at various stages of treatment, including final discharge.
2. Logs test results, readings, and flow volumes to facilitate preparing various State and Federal compliance reports.
3. Inspects, maintains, and operates a variety of equipment operated at the wastewater treatment plant.
4. Monitors plant Supervisory Control and Data Acquisition Systems (SCADA) system.
5. Monitors plant system gauges and meters to ensure efficient plant operation not under SCADA system.
6. Maintains wastewater treatment facilities and equipment including lubrication; performs preventive maintenance; makes minor repairs on a variety of pumps and control devices; performs general building maintenance and repair work including painting and performing general groundskeeping tasks.
7. Cleans treatment plant operating areas, including bar screens, filter arms, digesters, and drying beds.
8. 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 departmental 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: Standard laboratory tests conducted to monitor amounts of solids and pH of raw sewage and treated effluent; State and Federal recordkeeping and reporting requirements for wastewater treatment plant operations; 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; general building/grounds maintenance and repair practices.

Skill in: Establishing and maintaining effective working relationships with other staff; following complex oral and written instructions, procedures, and guidelines; conducting basic laboratory tests related to wastewater treatment plant operations; operating, maintaining, and repairing wastewater treatment plant equipment.

Education: High school diploma or GED equivalent required.

Experience: Two years full-time work experience at a wastewater treatment facility is preferred.

Licenses and Certifications: Possess and maintain a valid state issued driver's license. Missouri Class D Wastewater Operator's Certificate is required within six months of appointment.

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.

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