

**CITY OF DADE CITY
JOB DESCRIPTION**

JOB TITLE: WASTEWATER TREATMENT PLANT OPERATOR “C”

GRADE: 114

DEPARTMENT: PUBLIC WORKS/UTILITIES

FLSA: NON-EXEMPT

SALARY: \$32,635.20 - \$48,963.20

GENERAL DESCRIPTION OF WORK:

Performs operation and maintenance of a wastewater treatment plant, sludge handling facility, equipment, and grounds. Duties include operations, maintenance, of a wastewater treatment plant and sludge handling. The employee is expected to exercise independent judgment and initiative in solving routine maintenance and operating problems and serves as an Operator. Work is reviewed by observation of the plant facilities and through reports.

ESSENTIAL JOB FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such duties are a logical assignment to the position.

- Operation of wastewater treatment plants and sludge handling facility.
- Participates in the control of flow and processing of wastewater, sludge, and effluent.
- Inspects wastewater plant equipment and machinery to determine that all machinery is operating properly.
- Takes laboratory samples at various stages of treatment, performs routine laboratory and bacteriological analysis to determine effectiveness of treatment procedures and records results.
- Monitors SCADA system gauges, meters, and control panels, and interprets and documents readings.
- Adjustments required in processing to provide effective treatment; operates gates, valves and other mechanical equipment.
- Inspects and adjusts treatment plant equipment, such as chlorinators, digesters, sludge collectors, filters, chemical feeders, conveyor systems, screens, and related equipment.
- Inspects records, charts and meters and, on the basis of recorded information, makes adjustments to controls in conformance with operating instructions.
- Operates, maintains, and cleans sludge processing equipment and belt presses.
- Reads and records data registered on telemetry gauges involving pressure, supply and distribution.
- Insures that building, equipment, and grounds are maintained in a clean and safe manner.
- Required repair of equipment and facilities.
- Assist with operating reports.
- Reports malfunction of equipment to the Chief Operator.
- Performs related duties as directed when such duties are a logical and appropriate assignment to the position.
- May oversee work of trainee
- Starts and stops pumps, engines, and generators to control flow of raw sewage through filtering, settling, aeration, and sludge digestion process.
- Collects and analyzes samples for operation
- Maintains plant records regarding treatment operations during assigned shift
- Works on-call shift for emergency coverage

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILLS AND ABILITIES

- Thorough knowledge of the functions, service requirements, and operations of all machinery and equipment associated with wastewater treatment operations.
- Thorough knowledge of chemistry to include the processes involved in wastewater treatment for reclamation and reuse purposes.
- Ability to inspect machinery and mechanical equipment to detect flaws and defects in operation.
- Ability to read and interpret diagnostic and reporting media and maintain records documenting compliance with established State, County and environmental regulations / codes.
- Ability to supervise and train entry and technical staff in the principles, practices, and regulatory standards of the work.
- Ability to analyze and interpret equipment readings and to make appropriate operating changes.

EDUCATION AND EXPERIENCE

- High school diploma or GED
- One (1) or more years progressively responsible experience in wastewater treatment operations

LICENSES, CERTIFICATIONS OR REGISTRATIONS REQUIRED

- State of Florida Class “C” Wastewater Operator’s License; Class “B” Operator’s License preferred.
- State of Florida Driver’s License

SUPERVISION RECEIVED:

Work is performed under the direction of the Utilities Manager and Chief Wastewater Treatment Plant Operator.

ADA COMPLIANCE:

Physical Ability:

Tasks involve the intermittent performance of physically demanding work, typically involving a combination of reaching, bending, stooping, kneeling, or crouching, and that may involve lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Sensory Requirements:

Some tasks are performed in a shop environment, where heightened awareness to surroundings and observance of established safety precautions is essential in avoidance of injury or accidents. Some tasks are performed in an environment with potential for intermittent exposure to disagreeable elements, e.g., heat, humidity, toxic agents. Tasks include working around moving parts, equipment, carts, and materials handling where physical risks are predictable/controllable by observance of standard safety precautions.

The City of Dade City is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Dade City provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I have read and understand this classification description and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

Name (print)

Supervisor's Name (print)

Employee Signature

Supervisor's Signature

Date

Date