

City of Medical Lake

Job Description



Job Title: Wastewater Treatment Plant Operator II

Department: Public Works **Pay Range (Per Hour):** \$23.33 to \$31.79

Reports To: WWTP Director/Lead Operator

Major Function and Purpose

An Operator II performs and assists in the day-to-day duties of the wastewater laboratory, process, grounds maintenance and operation and maintenance of the City of Medical Lake Wastewater Treatment Facility. These tasks will also include any emergency repair work deemed necessary. The Operator II will also provide support to the City's Maintenance Department upon request.

Essential Functions

The job duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. Employees occupying the position will be required to follow any other job-related instructions and to perform any other job-related duties requested by a supervisor.

- Assists in all aspects of the total operation and maintenance of the wastewater treatment facility.
- Trains under the direction of the Wastewater Treatment Plant Lead Operator conducting daily laboratory tests as mandated in the NPDES permit and/or any process testing deemed necessary.
- Assists in the maintenance of the wastewater laboratory and all other related aspects of the wastewater operation in an efficient and acceptable manner
- Enters daily work he/she performs into the monthly monitoring reports for review by the Lead Operator
- Completes all other duties as assigned, including providing support to the City's Maintenance Department upon request.
- **Weekend work shifts will be a requirement of this position.**

Knowledge, Skills and Abilities

While requirements may be representative of minimum levels of knowledge, skills and abilities, to perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty proficiently.

- Reading, writing and math-related skills, equipment operation and maintenance skills and public relation ability normally acquired through the equivalent of a high school diploma.
- Good hand/eye coordination to operate laboratory and other operations equipment safely and efficiently.
- Knowledge and operating skills for heavy equipment.
- Ability to operate and monitor intricate wastewater treatment controls and functions manually and through computer aided programs for complete wastewater treatment operations.
- Ability to sustain mental concentration and physical endurance throughout an eight-hour work shift in the laboratory and other wastewater treatment plant operations.
- Ability to perform various manual tasks such as sweeping, flushing, washing and spraying of treatment plant components.

Working Conditions

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Appropriate safety equipment, clothing and training in its use is provided by the employer

While performing the duties of this job, the employee regularly works in outside weather conditions, including occasionally severe weather. The employee frequently works near moving mechanical parts and is frequently exposed to freezing, wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals and risk of electric shock. The noise level is usually loud.

Contacts and Relationships

The Wastewater Treatment Plant Operator II receives work and planning direction from the Wastewater Treatment Plant Lead Operator, and on occasion, the Maintenance Supervisor and the Public Works Director.

An Operator II assists and monitors the performance of seasonal laborers and other personnel as assigned.

The Wastewater Treatment Plant Operator II will have daily contact with employees of the City and with the citizens of the community. In addition he/she will be expected to present him/herself in a manner creditable to the City in all contacts with any individual, agency, or jurisdiction with which he/she may come in contact.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- ❖ The Wastewater Treatment Plant Operator II must be able to see well enough to read fine print such as blue prints and detect subtle shades of color such as that of titration;
- ❖ Ability to hear well enough to find and identify a single mechanical problem among a high volume of machinery noise;
- ❖ Ability to wear respirator equipment when required;
- ❖ Must possess enough body mobility to move from building to building during plant inspections and able to ascend and descend ladders entering and leaving wastewater process tanks and other process areas;
- ❖ Must have manual dexterity to draw smooth curve lines such as outlines of equipment tanks;
- ❖ Must have strength to lift and carry sacks of polymer weighing 50 pounds;
- ❖ Must have tolerance to work under adverse conditions such as chemical atmosphere containing putrid materials and work within a toxic environment.

Experience and Training

Any combination of experience and training that provides the desired skills, knowledge and abilities.

A Wastewater Treatment Plant Operator II must have graduated from high school or an equivalent, possess a group II, State of Washington Wastewater Treatment Plant Operator's Certification; and must possess and maintain a valid Washington State motor vehicle drivers license. Within six (6) months of hire the operator must obtain a Washington State Department of Labor and Industries First Aid Certificate. The Wastewater Treatment Plant Operator II must have basic knowledge of the laboratory testing, and the process and operations of an advanced wastewater treatment plant. An operator II must have an ability to apply such knowledge as directed in the operation of the plant.

Requirements outlined in this job description may be subject to modification to reasonably accommodate individuals with disabilities who are otherwise qualified for employment in this position. However, some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description does not constitute an employment agreement between the Employer and employee and is subject to change as the needs of the Employer and requirements of the job change. This job description should not be construed to imply that these requirements are the exclusive standards of the position. The duties listed above are intended only as illustrations of the various types of work that may be performed. Incumbents will follow any other instructions, and perform any other related duties, as may be lawfully required by their supervisor.

Signature

Date