

## **City of Bingen Job Description**

**Job Title:** Wastewater Treatment Plant Operator  
**Department:** Treatment Plant  
**Reports To:** Wastewater Treatment Plant Manager  
**Approved Date:** November 6, 2000  
**Salary Range:** 12-20

### **SUMMARY**

This is a full-time position. The Wastewater Treatment Plant Operator is an hourly position. Any work in excess of 40 hours per week is overtime. Any call out time on weekends or before/after regular work hours is paid at the overtime rate. If the Wastewater Treatment Plant Operator is placed on official "on call" status, that status qualifies for "on call" pay.

The Wastewater Treatment Plant Operator performs a variety of semi-skilled and skilled technical and maintenance work in the operations, maintenance and repair of the wastewater treatment facilities.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The job duties and responsibilities represented in the job description in no way imply that these are the only duties to be performed. Employee occupying the position will be required to follow any job-related instructions and to perform any job-related duties requested by the Wastewater Treatment Plant Manager or the City Administrator in the supervisors absence. This job description reflects general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. The individual may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods, or to otherwise balance the work load.

- Monitors the performance of all equipment, gauges and charts in the treatment plant
- Records statistical data concerning plant operations, charts lab test results for trend analysis and maintains accurate records of analyses and test results, evaluates data and writes reports as required
- Maintains, operates, repairs and replaces equipment as necessary includes gauges, pumps, filters and other controls and equipment (such as recorders, flowmeter and other water quality monitoring equipment)
- Collects samples and identifies concentrations of chemicals, physical or biological characteristics of wastewater required in accordance with local, state and federal requirements; and gathers and tests wastewater samples for plant efficiency reports as required
- Performs quality control tests on lab equipment and lab analyses, evaluates procedures and results for accuracy and determines appropriate methods
- Contains and disposes of hazardous wastes generated by the lab
- Drives and operates truck mounted sludge spreader
- Occasionally operates front-end loader

## **SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. However, some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

The employee must have a working knowledge of equipment, facilities, materials, methods and procedures used in wastewater treatment plant maintenance and operation activities and a working knowledge of laboratory procedures and practices.

## **EDUCATION and/or EXPERIENCE**

Associate's degree (A. A.) or equivalent from two-year college or technical school; or two to three years related experience and/or training; or equivalent combination of education and experience determined to be acceptable by the hiring authority.

## **LANGUAGE SKILLS**

Ability to read, analyze, and interpret professional journals, technical procedures, or governmental regulations. Ability to write basic reports and general correspondence. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Ability to effectively communicate with the public to convey information about the operations of the treatment plant.

## **MATHEMATICAL SKILLS**

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

## **REASONING ABILITY**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Valid Washington State Driver's License

Valid Washington Commercial Driver's License

Wastewater Treatment Plant Operator Certification Level II

(Above requirements may be waived at the time of hiring if it can be demonstrated that they can be achieved in an acceptable time period determined by the hiring authority.)

## **PHYSICAL DEMANDS**

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 the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; walk;

sit; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT** 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.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee may be required to work in confined spaces. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals.

The noise level in the work environmental is usually moderate to loud.