

**BUTLER COUNTY COMMISSIONERS PERSONNEL OFFICE  
ANNOUNCEMENT OF VACANCY**

**Posting Date:** 10/10/2023

**Response Deadline:** 10/20/2023\*

\*RESUMES ACCEPTED UNTIL THE POSITION FILLED.

<b>Agency:</b> Water & Sewer	<b>Job Title:</b> Wastewater Operator
<b>Classified</b> <input checked="" type="checkbox"/> <b>Unclassified</b> <input type="checkbox"/>	<b>Bargaining Unit</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Overtime Exempt</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Salary:</b> A-24, \$20.93- \$28.56 per hour
<b>Work Location:</b> LeSourdsville WRF	<b>Hours of Work:</b> M-F, 6:00 a.m.–2:30 p.m.

Under the direction of the Chief Operator, the Wastewater Operator is responsible for the performance of assigned operational and maintenance tasks associated with the treatment of wastewater. Major duties include monitoring, maintenance, sampling, equipment operation, and other duties as required.

**ESSENTIAL FUNCTIONS**

**Operations, 35%**

Operates and inspects process control equipment; updates plant log books daily; enters daily readings and data into spreadsheets; analyzes daily process information to optimize treatment process and meet OEPA NPDES permit requirements; trouble shoot the treatment process and recommends process changes; identifying, documenting and reporting equipment failures or malfunctions.

**Monitoring, 25%**

Monitors wastewater facility and inspects facility on scheduled basis to ensure proper operation of plant and equipment; verifies plant equipment operates as scheduled and that set points are correct; creates a monthly sampling schedule and checks daily that all samples are collected.

**Sampling, 20%**

Collects required samples for NPDES Permit parameters; performs daily process control tests, analyzes data and recommends process changes; calibrates on-line and hand-held meters; adjusts and calibrates samplers; maintains record of sampling, calibration and monitoring data; creates and prints labels each day and signs the samples into the laboratory

**Maintenance, 15%**

Performs preventative and service maintenance of equipment and facility; track labor hours and equipment costs in work order system; generates and completes preventative maintenance work orders weekly; records and tracks equipment run times.

**Other Duties as Required, 5%** Perform other duties as required.

**QUALIFICATIONS**

Wastewater treatment or related experience is desired, but not required. Candidates must be capable of working alone and/or with others in assigned duties with minimal supervision. They also must possess a valid Ohio motor vehicle operator’s license. Applicants must have a high school education or the equivalent thereof. **Wastewater Operators may be assigned to weekend and/or shift work.**

## **PHYSICAL REQUIREMENTS**

The Wastewater Operator must have the ability to perform laborious tasks associated with wastewater and package plant operations. These tasks include scrubbing, painting, shoveling, raking, heavy lifting, climbing ladders, working at heights, entering confined spaces, etc.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of basic mechanical and electrical maintenance procedures.

Skill in operation of process equipment; preventative maintenance; working with hand tools.

Ability to carry out detailed but basic written or oral instructions; deal with problems involving few variables within familiar context; work alone in most tasks; operate/utilize equipment, chemicals and other materials used in routine laboratory testing procedures; identify existing or potential equipment malfunctions; utilize hand tools; perform work safely.

## **SELECTION PROCEDURE** Resumes and Interviews

**SUBMIT COVER LETTER AND RESUME TO:** [resumes@bcOhio.us](mailto:resumes@bcOhio.us) (indicate job title in subject line)

### **BUTLER COUNTY WILL CONSIDER INTERNAL APPLICANTS PRIOR TO EXTERNAL APPLICANTS**

Pursuant to the Americans With Disability Act of 1993, Butler County will consider all qualified applicants for employment, including persons with disabilities. The applicant must be able to perform the essential functions of this job with or without reasonable accommodation. Upon the request of any qualified applicant, this office will evaluate any reasonable accommodation that may be needed to enable a disabled person to participate in the application process or perform these essential duties.
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**AN EQUAL OPPORTUNITY EMPLOYER**