

JOB POSTING – Water Plant Operator-in-Training  
Non-Exempt  
Pay Range: \$15.24/hr - \$21.47/hr DOQ

Posted: June 23, 2023

Jefferson Water and Sewer District (JWSD) is seeking a Water Plant Operator-in-Training to complement our Operations Department. JWSD provides water and sanitary sewer services to more than 4,000 customers located within Jefferson Township, Ohio and performs water and sanitary sewer utility services for new developments, system improvements, and utility extensions within the District service area.

The Operator-in-Training is responsible for monitoring, operating and controlling the water treatment/processing equipment within a water treatment plant under the supervision of a Water Plant Operator I. This position will provide the training and necessary water plant operating hours to obtain a State of Ohio Public Water System Operator I license within 18 months.

This position is a full-time, non-exempt (hourly) position that has working hours Monday-Friday between 7:30am-4:00pm. Occasional weekend hours are necessary and participation in an emergency on-call rotation is required.

Qualifications: High School Diploma or GED and one (1) year of experience in water treatment and/or water distribution. Possession of a valid State of Ohio Public Water System Operator I license or the ability to obtain within 18 months of hire.

To apply for the position, please visit the JWSD Careers Page at [www.jwsd.org/careers](http://www.jwsd.org/careers) and complete an employment application for the Operator-in-Training. This position will remain open until filled. First review of applicants will occur on July 14, 2023.

Posted: June 23, 2023



**Job Title:** Water Plant Operator-in-Training  
**FLSA Status:** Non - Exempt  
**Date Written:** 06/20/2023  
**Salary Range:** \$15.24/hr – \$21.47/hr

**Department:** Operations  
**Reports to:** WP Operator or Superintendent  
**Date Updated:**

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**Position Description:**

Under the general supervision of a Water Plant Operator or Superintendent, is responsible for monitoring, operating and controlling water treatment/processing equipment; performs related duties as required.

**Education and Experience:**

High School Diploma or GED and one (1) year of experience in water treatment and/or water distribution.

**Required Certificates, Licenses & Registrations:**

Possession of a valid State of Ohio Public Water System Operator I license or the ability to obtain within 18 months of hire.  
Possession of a valid motor vehicle operator's license.

**Essential Duties and Responsibilities:**

- Monitor and control various processing equipment within the water treatment plant to ensure the production of high-quality, clean, safe drinking water, including operating and controlling electric motors, pumps, and valves to regulate the flow of water through the plant.
- Operate a computerized Supervisory Control and Data Acquisition System (SCADA) to control and monitor the water flow and chemical processing during water treatment.
- Control and monitor the addition of chemicals into tanks to disinfect, deodorize and/or clarify water.
- Monitor and adjust/switch chlorine tanks and other water plant chemicals as necessary, using hand tools and power tools.
- Record quantitative data such as chemical levels, residual content, and water turbidity.
- Manage the delivery of processed water into the distribution system after treatment.
- Collect and test water samples within the water plant and from the distribution system to determine compliance with state regulations.
- Conduct required laboratory equipment maintenance, periodic laboratory standardization, and laboratory equipment calibrations to obtain and maintain OEPA operational laboratory certification specific to assigned water treatment facility.
- Maintain general cleanliness of the laboratory area.
- Maintain work records and complete reports on services performed.
- May work around or with hazardous chemicals.
- Participate in workday and weekend emergency on-call rotation.
- Perform all other duties as assigned.

**Knowledge, Skills and Abilities:**

- Knowledge of the methods and equipment used in the treatment of water for drinking purposes.
- Ability to compute ratios, percentages and proportions.
- Ability to calculate circumferences, areas and volumes.
- Ability to read and interpret regulations, computer software documentation, and MSDS's.
- Ability to read schematics and diagrams.
- Ability to write descriptive sentences.
- Ability to communicate with others.

**Physical Activities and Environment:**

The physical activities described are representation 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 functions of this job, the employee is continuously required to talk or hear; frequently required to sit; and occasionally required to stand, walk, use hands to finger, handle or feel, reach with hands or arms, and climb stairs. Ability and/or willingness to tolerate job hazards relating to inclement weather. The employee must occasionally lift and/or move up to 50 pounds. Ability to identify and distinguish colors. Ability to work in confined spaces and other areas requiring the utilization of personal protective equipment. The noise level in the work environment is usually moderate.



## WHY WORK FOR JEFFERSON WATER AND SEWER DISTRICT?

Jefferson Water & Sewer District was created in 1987 to provide water & sewer services to residents located in Jefferson Township, Franklin County, Ohio. With the goal of controlling annexation and preserving the rural character of Jefferson Township, the District has grown to more than 4,000 customers during the last 35 years. Becoming part of a team that prides itself on providing safe, quality drinking water and exceptional sanitary sewer service is rewarding.

JWSD knows that our most treasured asset is our employees and as such, we believe in providing competitive wages and excellent benefits to retain our staff. Listed below are some of the great reasons you should consider joining our team:

- A smaller staff allows you the opportunity to learn about all aspects of the organization, not just your job duties.
- Competitive industry wages with opportunities for performance awards twice per year (July & December)
- Annual wage reviews to keep employee pay competitive within the water utility sector
- Excellent medical, vision, dental, life and AD&D insurance at no cost for all employees. Family coverage is available at a reduced rate.
- Assistance with medical costs through a Health Reimbursement Arrangement (HRA) that pays for 56% of all out-of-pocket medical deductibles and expenses.
- 11 paid holidays per year
- Sick and vacation time that is earned beginning on day one at a rate of 3.1 hours per pay period (2 weeks of sick & 2 weeks of vacation leave per year). Additional weeks of vacation are earned with longevity.
- Participation in the Ohio Public Employees Retirement System (OPERS) with  $\frac{1}{2}$  of the employee contributions paid by JWSD after 1-year of employment, and the other  $\frac{1}{2}$  paid after 2-years of employment
- Opportunity to save for retirement in the Ohio Deferred Compensation Program
- Tuition reimbursement to help offset the cost of higher education
- JWSD pays for training classes, conferences, study materials, and certification exams for employees seeking licensure

If you have any questions, please feel free to contact us at (614) 864-0740 or by email at [customerservice@jwsd.org](mailto:customerservice@jwsd.org).