

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

Posting Date: 3/11/2024

Response Deadline: until filled

Agency: Water & Sewer Department	Job Title: Chemist II
Classified: <input checked="" type="checkbox"/> Unclassified: <input type="checkbox"/>	Bargaining Unit: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Overtime Exempt: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Salary: A-27 \$29.75 - \$37.21 per hour
Work Location: LeSourdsville WRF	Hours of Work: M-F, 7:00 a.m.–3:30 p.m.

Under the supervision of the Regulatory Compliance Superintendent, the Chemist II is responsible for overseeing all bench work and maintaining the quality control essential to the operation.

Major duties include project management, analyses, crew leading and training, and other duties as required.

ESSENTIAL FUNCTIONS:

Project management, 40% of the time

Perform audits periodically to ensure that all testing is done in the approved manner; track quality control tests; make corrective action adjustments when appropriate; maintain the standard operating procedures and QA/QC manuals; maintain data in LIMS; create reports and charts; archive data; troubleshoot instrumentation problems; gather data for reports or information for a variety of projects; interface with staff for scheduling, setting up and interpreting analytical work for BCWS, Butler County, and customers.

Sample preparation and analyses, 35% of the time

Prepare and perform analysis on water and wastewater samples as required by OEPA, NPDES, or industrial discharge permits; perform process control analyses for BCWS as needed; schedule samples and control chain of custody for all samples delivered to the lab.

Crew leading and training, 15% of the time

Lead the Chemist I in the performance of daily activities by providing training on specific procedures; assure that the proper equipment and reagents are on-hand and used in the lab.

Other Duties as Required, 10% of the time

Address customer service issues; implement new methods in the lab; prepare purchase orders; place orders for laboratory supplies; perform other duties as required.

QUALIFICATIONS:

A college degree in chemistry or a life science is required. Demonstrated experience developing new procedures is required. OWEA Laboratory Analyst I certification is required. OWEA Laboratory Analyst II certification within three years of obtaining the position is required. Demonstrated knowledge of computer spreadsheet, word processing and database software is required. Must have or be able to obtain OEPA total coliform certification within one year. Substantial experience in the field of water and wastewater analyses is required. Experience with regulatory and permitting documentation is strongly preferred.

PHYSICAL REQUIREMENTS:

The Chemist II works primarily inside the laboratory on the second floor of the LeSourdsville Regional Wastewater Treatment Facility with occasional trips to collect samples, visit customers, and attend seminars and

meetings. Must be able to attend work daily. The position requires that the employee sit or stand in one place for extended periods of time. Must be able to produce effective, clear, written reports; read and comprehend large quantities of written material on a prompt basis; and work with delicate instruments with or without reasonable accommodation.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of wet chemistry; life sciences; microbiology; analytical instrumentation; statistics essential in the interpretation of quality control tests.

Skill in operating laboratory equipment; verbal and written communication; computer software packages such as Excel, Access and Word.

Ability to perform any analyses in the laboratory; impartially rate the performance of others; read and implement NPDES permits; organize time of self and Chemist I; estimate supplies needed; assess and develop and implement programs/procedures to comply with regulatory requirements; organize data in a usable form; develop and maintain effective working relationships with co-workers, residents and other customers of the lab; manage multiple projects and meet deadlines.

SELECTION PROCEDURE:

Resumes and Interviews

SUBMIT COVER LETTER AND RESUME TO: resumes@bcOhio.gov (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.

AN EQUAL OPPORTUNITY EMPLOYER