

# CITY OF NORTH RIDGEVILLE

An Equal Opportunity Employer

## POSITION DESCRIPTION

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<b>Position Number:</b>	<b>Name:</b>	Licensed Operator
<b>Class Number:</b>	<b>Class Title:</b>	Treatment Plant Operator
	<b>Position Title:</b>	Plant Operator

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<b>Civil Service Status:</b>	Classified	<b>Dept/Div:</b>	French Creek Treatment Plant
<b>Employment Status:</b>	Full-time	<b>Reports To:</b>	Assistant Superintendent
<b>FLSA Status:</b>	Non-Exempt	<b>Supervises:</b>	

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**QUALIFICATIONS: An example of acceptable qualifications:**

Completion of secondary education (high school or GED) and prior training or experience as a wastewater treatment plant operator, or equivalent. Applicants with college level training may be preferred.

**LICENSURE OR CERTIFICATION REQUIREMENTS:**

Possession of a valid State of Ohio driver's license, must be able to qualify for and remain insurable under the City's vehicle insurance policy. Must possess a state issued wastewater operator's license.

**MINIMUM ACCEPTABLE CHARACTERISTICS: (\*indicates developed after employment)**

**Knowledge of:** (1) safety practices and procedures; (2) department policies and procedures; \*(3) wastewater treatment plant operating procedures; (4) wastewater treatment regulations; (5) basic mechanical maintenance; (6) grounds maintenance and repair.

**Skill in:** (7) use of bench and/or hand tools.

**Ability to:** (8) carry out instructions in written, oral, or picture form; (9) deal with problems involving several variables within familiar context; (10) define problems, collect data, establish facts, and draw valid conclusions; (11) prepare accurate documentation; (12) recognize safety warnings; (13) understand technical manuals and/or verbal instructions; (14) cooperate with co-workers on group projects; (15) perform light manual labor; (16) travel to and gain access to work site.

**ESSENTIAL FUNCTIONS OF THE POSITION: For purposes of 42 USC 12101:**

- (1) Operates wastewater treatment plant in order to ensure compliance with standard operational procedures and EPA regulations (e.g., controls flow and processing of wastewater, sludge, and effluent; monitors gauges, meters, and control panels; interprets readings and test results in order to determine process requirements and adjusts treatment process as needed).

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- (2) Operates front-end loader and skid loader to remove sludge from beds.
- (3) Extracts samples and completes routine testing procedures.
- (4) Performs preventative and routine service maintenance on equipment (e.g., lubricates parts, changes oil, adjusts belts, etc.).
- (5) Records meter and gauge readings and maintains shifts logs.
- (6) Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

### **OTHER DUTIES AND RESPONSIBILITIES:**

- (1) Completes custodial assignments (e.g., sweeps and mops floors, cleans restrooms, empties trash, mows grass, etc.).
- (2) Unloads and stores chemicals and other supplies.
- (3) Assists maintenance personnel with major repairs of equipment.
- (4) Reviews operating manuals and other technical materials to increase knowledge and proficiency.
- (5) Performs other related duties as required.

**EQUIPMENT OPERATED:** The following are examples only and are not intended to be all inclusive.  
Computer, front-end loader, skid loader, tractor, dump truck, power and hand tools.

### **INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:**

The employee:

1. works in vicinity of floor or wall openings, elevated platforms, and/or runways;
2. ascends and/or descends ladders, stairs, or scaffolds;

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3. works on and around powered platforms and/or vehicle mounted platforms;
4. is exposed to environmental conditions which may result in injury from fumes, odors, dusts, mists, gases, and/or poorly ventilated work areas.
5. is exposed to noisy conditions above 85db;
6. is exposed to possible injury from hazardous gases, chemicals, flammables, or air contaminants;
7. is exposed to possible injury from hazardous waste;
8. is exposed to possible injury due to unclean or unsanitary conditions;
9. is exposed to possible injury as a result of electrical shock;
10. is exposed to possible injury as a result of working with moving mechanical parts of equipment or machines;
11. is exposed to possible injury as a result of falling from high places;
12. has exposure to hot, cold, wet, humid, or windy weather conditions;
13. lifts and carries in excess of fifty (50) pounds of weight.

**FRENCH CREEK WWTP LICENSED OPERATOR**  
**PAY SCALE**

**BEGINNING PAY RATE:** Class I - \$20.27  
Class II - \$21.63  
Class III - \$23.60

**CURRENT RANGE OF PAY:**

Operator Class I A – 24.14	Operator Class II A – 25.57	Operator Class III A – 27.76
Operator Class I B - 23.26	Operator Class II B - 24.64	Operator Class III B – 26.72
Operator Class I C – 22.39	Operator Class II C - 23.74	Operator Class III C – 25.68
Operator Class I D – 20.27	Operator Class II D – 21.63	Operator Class III D – 23.60