



City of Sidney - Job Posting

Job Title Water Treatment Plant Operator II (Certified Class II Operator by OEPA)
Department: Utilities /Water Treatment Plant
Supervisor: Water Treatment Plant Superintendent/Assistant Superintendent
Hourly Range: \$25.41 - \$32.56 (Starting pay will commensurate with experience, knowledge and certification within the pay range.)
Work Schedule: Thursday through Saturday – 12:00 am Midnight to 12 pm Noon – plus an 8 hour shift of 12:00 am Midnight to 8 am every other Sunday

Position Summary:

The Water Treatment Plant (WTP) is a division within the Utility Department of the Public Works Group. The Operator II reports to WTP Superintendent or Assistant Superintendent and is responsible for the continuous, efficient and effective operation of the WTP on their assigned shift in producing adequate quantities of clean, safe potable drinking water for the community. The Operator II will have a minimum of three years of experience and the ability to run all laboratory certified tests and have full understanding of plant operations and chemical treatment adjustments. The Operator II is responsible to perform analysis on all Ohio EPA required parameters of all operational and distribution samples to ensure all Ohio EPA potable drinking water standards are met. The Operator II has the ability to monitor and control raw water flows, high service flows, system elevated water towers, chemical treatment dosages, plant hydraulic flow pattern, treatment chemical levels, and lab supply inventory. The Operator II takes the lead in plant cleanliness and relays needed information to the next shift lab Operator and maintenance personnel daily. The Operator II also assists with training of new employees and mentoring Operator I personnel.

Job Dimensions:

This position is part of a team effort responsible for the operation, maintenance, and upkeep of the WTP buildings, equipment, and treatment processes. The plant Operator's schedules are structured to provide 24/7 around the clock staffing of the WTP every day. The plant is a 10 million gallon per day, modern, computer assisted, lime-soda softening facility that utilizes both ground and surface water. Operator II lab personnel are required to work three 12-hour shifts per week and one 8-hour weekend shift every other week or work 5 – 8-hour days as required by the position assigned and scheduled by the WTP Superintendent or Assistant Superintendent.

Plant Operators are responsible for collecting approximately 24 water samples per shift and analyzing each sample for at least six different parameters. Operators also monitor operations through a SCADA program and are required to adjust equipment and feed rates to ensure the proper and efficient operation of the treatment plant. The Operator II will regularly consult with other plant operators and plant Superintendents about the treatment process and operational objectives. Since the WTP is manned 24/7, Operators also take after hour City Utility emergency calls and dispatch crews to the scene.

Nature and Scope:

- Collecting treatment unit samples for lab analysis to ensure proper treatment is being performed and determine if dosage adjustments are needed.
- Monitoring the SCADA program to ensure the proper and efficient operation of the treatment plant.
- Inspecting treatment process equipment for proper operation and need for maintenance.

- Obtaining and maintaining full chemical and microbiological laboratory certification as defined by the Ohio Department of Health which includes Quality Assurance and Quality Control measures including lab and monitoring equipment calibrations.
- Analyzing water samples and making necessary treatment adjustments to ensure proper treatment parameters.
- Collecting and preparation of finished water samples for internal or outside lab analysis, pick-up, or delivery as outlined in the OEPA monitoring schedule.
- Compiling and recording accurate test results, plant flows, and other data pertaining to the plant operation and performance.
- Assisting with mechanical repairs and tank cleaning.
- Cleaning the interior of the WTP, chemical feeders, and monitoring equipment.
- Ability to use various types of laboratory equipment such as specific ion meters, nephelometers, titrators, etc.
- Applying a broad knowledge and understanding of principles, practices and methods of water treatment and equipment repair.

Major Challenges:

- Providing an uninterrupted supply of clean, safe, potable water to the city.
- Contending with a constantly changing raw water source, i.e. floods, drought, ice, bacterial and chemical, taste and odor.
- Maintaining operations during planned and emergency repairs.
- Maintaining compliance with state and federal regulations and meeting all reporting requirements.
- Providing accurate, reliable and consistent water analysis.
- Maintaining laboratory and professional certification.
- Knowledge of filter backwash procedures and water flow dynamics through the WTP valves and piping for tank isolation and parallel or series operation.
- Working alone for extended periods of time.

Other Work Requirements:

- Ability to adjust schedule to work nights, weekends and holidays when needed.
- Demonstrate ability to read and understand manuals and supervisory instructions.
- Ability to use a computer in plant operations and record keeping.
- Monitoring and working with and around hazardous treatment chemicals.
- Physically able to use a wide variety of hand and power tools, climb stairs, work from ladders, and lift as much as 50 lb bags and move objects with mechanical assistance.
- Demonstrate ability to work independently and make sound judgements in operations and equipment repairs.
- Exercising the appropriate safety precautions in performing work functions that include, but not limited to: blood borne pathogens, spill prevention, chemical storage, personal protective equipment, etc.
- Maintain residency requirements as outlined by City policy.

Qualifications/Requirements:

- High school diploma or GED equivalent.
- General working knowledge in mathematics and chemistry and/or supplemental courses in conventional surface water treatment.
- Knowledge of a wide variety of maintenance practices including: electrical, hydraulics, and plumbing.
- Possession of a Class II Water Supply Operator's Certification from the Ohio Environmental Protection Agency. May consider an OEPA Class I Water Supply Operator's Certification along with the required minimum three years of experience in order to achieve a Class II Certification within 6 months of hire.
- Proven track record of sound judgement in plant operations while working alone.

- Complete proficiency in lab operations; test analysis, procedures, documentation, and interpretation.
- A valid driver's license and good driving record maintained throughout employment.

To apply for the position and view a more detailed Job Description, Benefit Summary and Job Application form go to our web site [www.sidneyoh.com /Human_Resources/Employment](http://www.sidneyoh.com/Human_Resources/Employment) or the Receptionist at 201 W. Poplar St. Sidney, OH 45365. Application will be accepted for this position until filled. Mail to 201 W. Poplar St. Sidney OH 45365, Fax: 937 498-8160 or email: Receptionist@SidneyOH.com.



City of Sidney
201 W Poplar Street, Sidney, Ohio 45365 Fax 937-498-8160
Employment Application
 (An Equal Opportunity Employer)
WTP Operator II - 2023-06

Position applied for _____ DATE _____
 If you need additional space for any response, please continue on a separate sheet of paper.
 Questions about the application: Human Resources at KHolthaus@sidneyoh.com or DMorrison@sidneyoh.com.

PERSONAL INFORMATION

NAME _____ SOCIAL SECURITY # _____

HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAMES? IF SO, LIST ALL NAMES

PRESENT ADDRESS _____
Street City State Zip

How long have you lived at this address? _____

PREVIOUS ADDRESS _____
Street City State Zip

How long did you live at this address? _____

PHONE NUMBER _____ CELL PHONE NUMBER _____

EMAIL ADDRESS _____ REFERRED BY _____

Are you physically able to perform the job with or without reasonable accommodation?
 YES _____ NO _____

EDUCATION				
	Name & Location of School Attended	How Many Years	Did You Graduate	Subjects Studied
High School				
College				
Other				

Subjects of special study or research work _____

U.S. Military Service or Reserves: List dates, rank, and type of discharge _____

List location and name of last unit assignment _____

PROFESSIONAL REFERENCES

Give below the names of five persons not related to you, whom you have known at least one year and whom have knowledge of your character, experience, and abilities. Do not list subordinate employees.

Name _____ Business _____

Address _____ Phone # _____

Name _____ Business _____

Address _____ Phone # _____

Name _____ Business _____

Address _____ Phone # _____

Name _____ Business _____

Address _____ Phone # _____

Name _____ Business _____

Address _____ Phone # _____

EMPLOYMENT EXPERIENCE

LIST ALL THE JOBS YOU HAVE HAD, STARTING WITH THE MOST RECENT.

Employer	Address	Telephone #
Job Title	Work Performed	Supervisor
Dates Of Service	Reason for Leaving	Hourly Rate/ Salary Start-Final
Employer	Address	Telephone #
Job Title	Work Performed	Supervisor
Dates of Service	Reason for Leaving	Hourly Rate/ Salary Start-Final
Employer	Address	Telephone #
Job Title	Work Performed	Supervisor
Dates of Service	Reason for Leaving	Hourly Rate/ Salary Start-Final
Employer	Address	Telephone #
Job Title	Work Performed	Supervisor
Dates of Service	Reason for Leaving	Hourly Rate/ Salary Start-Finish

If you need additional space, please continue on a separate sheet of paper.

SPECIAL SKILLS & QUALIFICATIONS

Summarize special job-related skills, qualifications, certifications, or training that you acquired from employment or other experience.

IN CASE OF EMERGENCY NOTIFY:

Name _____ Phone No. _____
Address _____

Name _____ Phone No. _____
Address _____

The information provided in this Employment Application is true and complete. The City may terminate my employment for any false or misleading statements or omissions in this application, whenever they may be discovered.

If I receive an offer of employment, I authorize a medical examination, including a drug screen, by an examiner selected by the City. I understand that any offer of employment may be contingent upon such medical examination and a background check.

I acknowledge that, if hired, my employment is for no definite period and may be terminated at any time with or without cause, by either me or the City. I understand that this cannot be changed except in a writing signed by the City Manager that states it is intended to make that change. Anything said or implied to the contrary is not binding on the City.

Date: _____ Signature: _____

AUTHORIZATION FOR RELEASE OF INFORMATION

I authorize any reference, school, former employer or other person to disclose to the City, upon request, any information they may have about me and I release them from all liability for disclosing such information.

Date: _____ Signature: _____

**AUTHORIZATION AND DISCLOSURE OF CONSUMER REPORT
AND INVESTIGATIVE CONSUMER REPORT
UNDER THE FAIR CREDIT REPORTING ACT**

The City may obtain or cause to be prepared consumer reports for employment purposes. It may be an investigative consumer report which is obtained through personal interviews and might include information as to your character, general reputation, personal characteristics and mode of living.

You may make a written request, within a reasonable period of time, for a disclosure of the nature and scope of any investigative consumer report we have requested. You may also request a written summary of your rights under the Fair Credit Reporting Act.

If you consent to our obtaining a consumer report or investigative consumer report, sign and date below. We will not process your application until this is signed.

* * *

I authorize the City to obtain or cause to be prepared consumer reports, and investigative consumer reports, about me for employment purposes. I understand that in obtaining such consumer reports and investigative consumer reports, a consumer reporting agency may be used, and I authorize such use. This authorization and disclosure will remain effective for the duration of my employment, if I am hired.

I have received a copy of this authorization and disclosure.

Date

Signature

Printed name

Ohio Civil Rights Commission – Statistical Survey

INSTRUCTIONS: *The City of Sidney is required to report on the statistical information requested below. If you choose to volunteer this information, it will be filed separately from your employment application. Whether or not you elect to provide this information is entirely voluntary and will not affect any employment decision. However, in order for us to gather the needed information, we do ask that you provide responses to all 6 questions. If you prefer not to answer any or all of the following questions, please select the box titled “No Response”. Thank you for your assistance in this statistical survey.*

1) **ETHNIC RACIAL STATUS:** (Please check only one)

- White Hispanic Asian American
 Black American Indian Other No Response
-

2) **SEX:**

- Male Female No Response
-

3) **AGE GROUP:**

- 16 18 to 25 41 to 65
 17 26 to 40 66 and older
 No Response
-

4) **HOW DID YOU HEAR ABOUT THIS JOB?** (Please check only one)

- Sidney Daily News Friend Internet
 Area Newspaper Current Employee Radio/Television
 Ohio Employment Service Professional Journal No Response
-

5) **RESIDENCE:** (Please check only one)

- Sidney Shelby County Ohio Out of State
 No Response
-

6) **DO YOU HAVE A KNOWN DISABILITY?**

- Yes No No Response