



Regional Wastewater Facility Operator

Class Code:
1190014302

DELAWARE, COUNTY OF (OH)
Established Date: Jul 13, 2020
Revision Date: Jul 13, 2020

SALARY RANGE

\$18.85 - \$26.72 Hourly

OBJECTIVES:

Individual is responsible for the proper operation of the treatment facility and various package plants including discharge of quality effluent flow, conducting laboratory testing to ensure quality, and reporting any problems as needed. Individual reports to the Operations Manager.

JOB STANDARDS:

- A high school diploma or equivalent required.
- Employee must have a valid Ohio Driver's License with an acceptable driving record. Commercial Driver's License class B with necessary endorsements is preferred.
- Must meet and maintain qualifications for driving on County business at all times, including insurability.
- An OEPA Class I Wastewater Operator certificate is required. Class II preferred.
- All required licenses and certificates must be maintained as a condition of continued employment.

ESSENTIAL FUNCTIONS:

- Demonstrates regular and predictable attendance;

- Conducts routine inspection of various treatment facilities;
- Performs routine analysis using approved standard operating procedures and records data on samples reflecting continued operation of the treatment facility and NPDES reporting including, but not limited to, carbonaceous biochemical oxygen demand, total suspended solids, total solids, total volatile solids, e-coli, and fecal coliform;
 - Monitors the facility, and all SCADA computers, and reports abnormalities or problems to the supervisor or on call personnel;
 - Calibrates, operates, and maintains complex laboratory equipment;
 - Identifies and classifies aquatic organisms with a microscope;
 - Conducts laboratory testing procedures to determine condition of biomass and to assist with calculations of quantity of waste;
 - Collects samples and delivers to various laboratories as needed. Manages chain of custody reports;
 - Performs field testing for treatment facility which would include, but not limited to, pH, chlorine residual, dissolved oxygen, alkalinity, ammonia, nitrates, phosphorus, aeration tank concentrations, and return sludge concentration;
 - Performs routine and corrective repairs and also takes preventative measures to protect equipment;
 - Performs routine grounds maintenance including, but not limited to, mowing, trimming, snow removal, painting, and mulching;
 - Responsible for various forms of data entry, logging and other forms of record keeping. Records data as required to various spreadsheets and databases, including those on regulatory sites;
 - Cleans and maintains specific areas of facility as assigned;
 - May be assigned to serve as the operator of record or backup as required, with appropriate licensure;
 - Attends various training sessions, video conferences, and workshops;
 - Performs any related essential functions as required;
 - Hold as confidential, all aspects of the job;
 - Performs typing, word processing, and related computer operations;
 - Works overtime and outside of typical work schedule/business hours as required; and
 - May be required to work a different schedule to cover hours;

Operator may be assigned to the any of the shifts on an as needed basis:

Day: Typical M-F, 7 am to 3 pm, every week but may fill in for day or night shift as needed

Day: F-W, 7 am to 7 pm, Th 3 pm to 11 pm - Every other week, 80 hours

Night: Th, 11 pm to 7 am, F-W, 7 pm to 7 am - Every other week, 80 hours

Day: Sa-W 7 am to 3 pm

SUPPLEMENTAL INFORMATION:

Complete job description is available on the [Class Specifications](#) page.

**Equal Opportunity Employer
M/F/D/V**

OTHER REQUIREMENTS:

NON-ESSENTIAL JOB FUNCTIONS:

Performs any related non-essential functions as required.

SKILLS AND KNOWLEDGE:

Equipment:

- Individual has the ability use the following equipment, including, but not limited to, lawn mower, weed eater, sludge pumps, chemical pumps, centrifugal blower, positive displacement pumps, rakes, shovels, hoes, drill, power washer, skid steer, forklift, pH meter, chlorine meter, oxygen meter, thermometers, scales, centrifuge, field test kits, 2-way radio, automatic samplers, evaporation oven, muffle furnace, timers;
- Individual uses hand tools required for, but not limited to, carpentry, masonry and mechanical;
- Hand tools, including, but not limited to, a hammer, wrenches, screw drivers and other tools necessary to perform duties;
- Individual uses eye protection, ear plugs, rubber gloves, tripod, safety harness, fall protection, winch, gas monitor, safety shoes, protective clothing, blower for safety protection, and other safety equipment that may be assigned.
- Ability to operate a variety of office equipment such as computer, copier, telephone, iPad, calculator, and other equipment necessary to perform duties.

Critical Skills/Expertise:

- Knowledge of the activated sludge process;
- Ability to interpret the process control methods and relate to the treatment process to determine the condition of facility's biology, operational targets and wasting amounts;
- Must possess the ability to follow critical verbal instructions, work alone and manage weekly and daily routine duties;
- Knowledge of and ability to follow of required lab/field testing procedures;
- General knowledge of wastewater treatment chemicals and associated SDS;
- General knowledge of various valves, pumps, grinders, samplers, blowers and other facility equipment and their operation;
- General ability to read and understand drawings, sketches, diagrams, blueprints, or maps used in performance of duties;
- Knowledge of and the ability to use computer programs such as Microsoft Word, Excel, Access, and Outlook WIMS and VT SCADA and other software necessary in the performance of assigned job duties;
- General ability to distinguish the different locations and operational characteristics of each plant and to follow a proper time management plan to ensure that all facilities are properly maintained on a scheduled basis;
- Communicates professionally and effectively with internal and external customers, both orally and in writing;
- Organizes and prioritizes work assignments, multi task with accurate focus and refocus in a fast paced environment;
- Delivers excellent customer service, externally and internally;
- Ability to work effectively with customers who may be upset, distraught, irate, emotionally or mentally or otherwise unable to function within a reasonable range of constructive behaviors;
- Thorough knowledge and adherence to follow safety policies, procedures and practices;
- Thorough knowledge and adherence with all federal, state and county government policies and procedures, laws and regulations.

RESPONSIBILITY:

Individual is given general direction in following established practices and policies. Manager provides technical instruction upon request. Individual independently makes critical decisions

on a daily basis. Errors in work may not be detected and can cause inaccuracies in reports, records, or technical data resulting in inaccurate or incomplete information. Errors may cause minor to gross pollution of the receiving stream, resulting in possible human health concerns, ecological damage, and fines.

PHYSICAL EFFORT:

Physical Requirements: Individual performs heavy work, which may require the lifting of up to one hundred (100) pounds.

Physical Activity: The physical activity of the position is manual dexterity, talking, hearing, reaching, climbing, balancing, stooping, crouching, crawling, standing, pushing, pulling, lifting, grasping, feeling, and walking.

Visual Activity: Individual performs work where the seeing job is close to the eyes and at or within arm's reach and also at varying distances.

WORKING CONDITIONS:

Individual works both inside and outside and is exposed to temperatures below 32 degrees and above 100 degrees for extended periods. Individual is exposed to noise, vibration, oil, chemicals, and physical hazards. Individual may be exposed to atmospheric conditions such as fumes, odors, dusts, mists, gases, or poor ventilation. **PERSONAL WORK**

RELATIONSHIPS: *Individual has contact with co-workers, employees in the department, and the general public. Individual may communicate with the public. Individual is responsible for maintaining a positive working relationship with managers, co-workers, subcontractors, and other departmental personnel.*