



Laboratory Analyst/ Environmental Compliance Technician Position

Job Summary.

This position is responsible Under general supervision of the District Superintendent, is responsible for performing laboratory analysis for wastewater and/or water treatment facilities as required by regulatory agencies; provides day-to-day management of the District Fats, Oil and Grease program; operates wastewater treatment processes and equipment treatment facilities; performs related duties as required.

Essential Duties and Responsibilities:

- Perform laboratory analysis for wastewater and/or water treatment facilities as required by the Superintendent and approved by the Ohio Environmental Protection Agency.
- Collect or ensure collection of all required wastewater samples at all treatment facilities operated by District personnel.
- Monitor or collect water system samples for all water treatment facilities operated by District personnel.
- Analyze and record all laboratory analysis, complete reports and provide accurate and timely results.
- Maintain a safe and clean laboratory work environment.
- Maintain laboratory equipment by calibration, cleaning, repairing or replacing equipment or components as required.
- Manage laboratory supplies and equipment inventory.
- Maintain all laboratory documentation as required by the Ohio EPA and District.
- Monitor and/or ensure monitoring of the District Fats, Oil and Grease (FOG), including providing laboratory analysis for the program.
- Assist in the monitoring of the District's Sludge Management Program including review of the bio-solids application rates and Ohio EPA site approvals.
- Acts as a secondary utility billing clerk during times the primary utility billing clerk is off work on approved time off.
- Monitor water quality indicators throughout treatment process and perform operational adjustments as required.
- Monitors plant flows, levels in treatment process and operating pressures throughout system;
- Inspects plant equipment to detect malfunctions and makes necessary adjustments or minor repairs to correct deficiencies and restore to normal operations.
- Monitors control panels and computer terminals; makes adjustments or changes manually to regulate chemical feed and processes.
- Observes variations in operating conditions; logs and interprets readings from meters, gauges, charts, and instruments; observes and reports variations in visual appearance, sounds or smells;
- Maintains legible, accurate records and logs of shift operations; records meter and gauge readings.



- Communicates with customers and fellow employees in a professional and courteous manner at all times.
- Conduct safety inspections and follow safety rules and procedures.
- Attend and participate in operational and safety training programs as directed by management;
- May train less experienced operators in functions of specific operational area.
- Secures buildings by locking/unlocking doors.
- May be exposed to hazardous materials, unpleasant odors, dangerous equipment, weather conditions and field conditions; on call 24-hours a day.
- Assist others as directed by supervisor.

Minimum Qualifications:

- High school diploma or GED; 1 year post high school education in earth sciences (biology, chemistry, physics or equal) – OR – 2 years related work experience in wastewater treatment or collection, water treatment or distribution.
- One year experience in performing wastewater and/or water laboratory analysis.
- Some college level courses in Microbiology, Chemistry or Biology desired.
- Possession at a minimum of a valid State of Ohio Class II Wastewater Works Operator's certificate and maintain certification during employment period. Certificate holder will be added as an Operator of Record with Ohio EPA for all county operated treatment facilities.
- Possession of a valid motor vehicle operator's license.

Knowledge, Abilities, and Skills:

- Basic computer networking knowledge
- Performs and/or oversees complex analytical procedures utilized in wastewater and water laboratories.
- Ability to analyze and evaluate laboratory analysis and recommends changes in wastewater and/or water treatment operations to plant staff.
- Ability to record and file analytical results in a manner that records our accessible to all District staff and is readily available.
- Knowledge of Fats, Oil and Grease programs including the process to monitor these locations.
- Ability to work within the District's utility billing software and communicate with District customers on matters related to utility billing.
- Knowledge of sludge management programs and land application processes and regulations.
- Knowledge of operations and maintenance of wastewater treatment and water facilities and of mechanical and electrical equipment, computer terminal and hand tools.
- Knowledge of standard safety practices including OSHA, treatment plant machinery and equipment.
- Ability to understand and follow operating instructions; conduct routine sampling procedures; perform arithmetic calculations; perform a variety of manual labor tasks; and complete safety training as required by federal, state and local standards.

How to Apply:

Interested applicants should send a cover letter and resume to recruitment@co.madison.oh.us