

# Southwest Licking Community Water & Sewer District



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## JOB POSTING – Wastewater System Operator III Posted: November 3, 2021

The Districts wastewater treatment department has an opening for the following position:

Job Title: Wastewater System Operator III  
Pay Range: Class II - \$25.50 – \$33.50 DOQ  
Class III - \$27.00 – \$35.00 DOQ

Interested candidates should submit a resume and cover letter to CJ Gilcher, Utilities Superintendent. This posting will remain open until November 29, 2021 or until filled.

### JOB SUMMARY

This is a skilled position responsible for the daily operations and maintenance of the Wastewater System.

### ESSENTIAL JOB FUNCTIONS

- Operates, cleans, and maintains system equipment.
- Operates and adjusts valves, gates, and other appurtenances in accordance with the operational needs of the system.
- Observes variations in system operating conditions, completes daily operational logs, and reports back to the Wastewater System Lead (WWSL).
- Adjusts equipment under the direction of the WWSL.
- Makes minor repairs to pumps, motors, controls, gates, valves, and other associated system equipment as directed.
- Collects samples and performs a variety of laboratory tests to determine the operating conditions of the facility and NPDES compliance.
- Records meter readings, oil levels, pH levels, and dissolved oxygen levels to ensure proper facility operation.
- Makes periodic inspections of District facilities to determine the proper operating condition.
- Performs preventative maintenance, troubleshoots, and repairs system equipment as required.
- Conducts general housekeeping and maintenance, including, but not limited to equipment wash-down, degreasing, mopping and waxing of floors, painting of buildings and equipment, and cutting grass.
- Participates in the on-call emergency operator rotation.
- Responsible for the daily check of SCADA system regarding Wastewater System activities.
- Responsible for daily meter and equipment readings to monitor the wastewater treatment process.
- Daily check of pump stations assigned by work orders.
- Performs I & I repairs, including, but not limited to raising and sealing of manholes.
- Requisitions, through the WSL, parts, supplies, and equipment necessary to maintain and enhance facility operations.
- Assist in responding to customer complaints as required.

- Additional duties and support as required by the WWSL, Wastewater System Supervisor, Utilities Superintendent, and General Manager.

### **COMPETENCIES**

- Detail-oriented, disciplined, accountable for results, and strong decision-making ability.
- Works well with others, great team player, and handles conflict/change with an open mind.
- Strong organizational and time-management skills, with the ability to prioritize tasks.
- Strong oral and written communication skills.
- Ability to read meters and charts accurately.
- Ability to understand and follow detailed equipment operating procedures.
- Ability to instruct subordinates in gaining a better understanding of the theory and operations of wastewater collections and pumping systems.

### **MINIMUM QUALIFICATIONS**

- General knowledge of the principles, materials, and equipment used in the Wastewater Collections System.
- General knowledge of the principles and practices involved in the operation of large electric motors, pumps, and other electrical and mechanical equipment.
- Valid Ohio Driver's License.
- High School Diploma or equivalent required.
- Class III Wastewater Treatment Operator Certification or a Class II Wastewater Treatment Operator Certification with the ability to obtain a Class III Wastewater Treatment Operator Certification within one year from the date of hire
- Minimum of 3 years' experience in operating wastewater collection or activated sludge wastewater treatment facilities preferred.

### **WORK ENVIRONMENT**

This job operates both inside and outside in heat/cold, wet/humid, and dry/arid conditions. Frequently required to use personal protective equipment to prevent exposure to hazardous materials.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; use hands to finger, handle, or feel; and reach with hands and arms. Occasionally ascends/descends a ladder during on-site inspections. Constantly works in outdoor weather conditions.

This position requires the ability to occasionally lift up to 50 pounds.

### **POSITION TYPE / EXPECTED HOURS OF WORK**

This is a full-time position, and hours of work and days are Monday through Friday, 7:30 am to 4:00 pm. Hours are subject to change based on business needs.

To Apply: Please submit your resume and cover letter detailing your credentials, experience, and references:

Mail: Southwest Licking Community Water and Sewer District  
c/o: CJ Gilcher, Utilities Superintendent  
P.O. Box 215  
Etna, OH 43018

Email: [cgilcher@swlcws.com](mailto:cgilcher@swlcws.com)

All resumes submitted within the timeframe noted above will be reviewed and considered for qualifications. The Southwest Licking Community Water and Sewer District reserves the right to determine if an applicant meets the essential qualifications of the open position.

The SWLCWS District is an equal opportunity employer.