

SOUTHWEST REGIONAL WATER DISTRICT

An Equal Opportunity Employer

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SOUTHWEST REGIONAL WATER DISTRICT PLANT OPERATOR 3

Southwest Regional Water District, an Equal Opportunity Employer, is accepting applications for a full-time Plant Operator 3 until the position is filled. Applicants must possess a high school diploma or equivalent and a Class III Water Supply License from the Ohio EPA. This is a bargaining-unit, non-exempt position. The pay range is \$24.74 - \$34.25/hour, dependent on licensure, qualifications, and experience, plus a benefits package which includes participation in the Ohio Public Employees Retirement System (OPERS). Applications and additional information regarding the position can be obtained in person at the District's main office located at 3640 Old Oxford Road, Hamilton, OH 45013 (Monday through Friday, 8:00 a.m. to 4:30 p.m.) or from our website at www.swwater.org. Please return applications and/or resumes to Deana Fackey, HR Coordinator, c/o Southwest Regional Water District, 3640 Old Oxford Road, Hamilton, OH 45013 or email to fackeydr@swwater.org.

This institution is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by US Mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Developed by:

Date Adopted:

04/25/2023 Date Revised:

Clemans, Nelson & Associates, Inc.

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Appt. Authority:	SWRWD Board of Trustees	Position Title:	Plant
Operator			

Department: Production	Employment Status:	Full-time
Reports To: Operations and Maintenance Manager	FLSA Status/Pay:	Non-exempt
	EEOC Job Category:	(7) Operative

QUALIFICATIONS:

- High school diploma or equivalent; and
- Water treatment plant experience; and
- Knowledge of Ohio EPA Rules (Ohio Administrative Code Chapter 3745); or
- Any combination of education, experience and/or training equivalent to the stated minimum qualifications.

LICENSURE AND/OR CERTIFICATION REQUIREMENTS:

- Valid driver's license; and
- Plant Operator I – Ohio EPA Class I Water Supply license, lab certifications.
- Plant Operator II – Ohio EPA Class II Water Supply license, lab certifications.
- Plant Operator III – Ohio EPA Class III Water Supply license, lab certifications.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive:

Personal computer, printers, fax machine, telephone, copier, mobile devices, and other standard business office equipment; motor vehicles; backhoe; dolly/hand truck; portable pumps.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

The employee may be required to lift and carry more than 50 lbs; has exposure to water treatment and lab analysis chemicals, including but not limited to, chlorine gas, caustic soda, fluoride, sodium thiosulfate, and phosphate; exposure to loud noises, pumps, motors, and heavy equipment; exposure to weather conditions, rain, snow, wind, and sun.

JOB DESCRIPTION AND WORKER CHARACTERISTICS

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

80% (1) Plant Operation: Controlling and monitoring flow of water through the plant, from the wells to the high service pumps; controlling and monitoring chemical feed equipment and in-line analyzer monitoring of SCADA plant assets and distribution system; maintenance of all plant equipment; general housekeeping of plant and grounds.

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~~15% (2) Sampling and Laboratory Analysis: Routine daily plant and distribution sampling and lab testing to ensure compliance with water quality parameters; routine and special bacteriological sampling and testing; regulatory-required sampling.~~

5% (3) Reporting: Maintenance of daily Operator Log Book and operations log; recording of bench sheets

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Appt. Authority: SWRWD Board of Trustees **Position Title:** Plant Operator

Department: Production **Employment Status:** Full-time
Reports To: Operations and Maintenance Manager **FLSA Status/Pay:** Non-exempt
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and sampling logs; preparation and submittal of MORs.

OTHER DUTIES AND RESPONSIBILITIES:

- (1) Demonstrates regular and predictable attendance.
- (2) Performs other related duties as required.

MINIMUM ACCEPTABLE CHARACTERISTICS:

Knowledge of: Water treatment principles and operations; well construction and function; pump and motor types and operations; water treatment chemistry and analysis; Ohio EPA rules, including operator certification and renewal requirements; proper sampling procedures.

Skill in: Use of treatment plant, laboratory, and office equipment.

Ability to: Interpret a variety of instructions in written, oral, picture, or schedule form; deal with problems involving several variables within familiar context; define problems, collect data, establish facts, and draw valid conclusions; understand, interpret and apply policies, rules, or regulations to specific situations; perform common water treatment mathematics; complete routine forms; compile and prepare reports; respond to routine inquiries from public and/or supervisors; communicate effectively; exercise independent judgment; develop and maintain effective working relationships.

POSITIONS DIRECTLY SUPERVISED:

None.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed all the pages of my position description, and that I understand the contents.

(Signature of Agency Representative)

(Date)

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(Signature of Employee)

(Date)

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