

Tuscarawas County Metropolitan Sewer District

We are an equal opportunity provider and employer

The Tuscarawas County Metropolitan Sewer District is accepting applications for a Class II Wastewater Operator.

Classification/Position: Wastewater Operator II

Job Responsibilities: Under direction of the Lead Operator-Wastewater, the Wastewater Operator II plans, assigns, organizes, directs, reviews, supervises and performs the work necessary to oversee the Tuscarawas County Metropolitan Sewer District's ("District") wastewater system, maintain regular attendance and perform other related duties as required.

Educational and/or Experience Requirements:

Any relevant combination of education and experience that would demonstrate the knowledge and skill outlined below is qualifying. A typical way of gaining the skills is:

Education: High school diploma or equivalent preferably supplemented with course work from an accredited college/university or trade school in construction technology, environmental practices or a related field.

Experience: At least five (5) years of recent, full time, increasingly responsible work experience in wastewater operations and maintenance activities, or a closely related field.

Licenses and/or Certificates Required: At time of hire, must possess an Ohio EPA Class II Wastewater Treatment Certification, a valid Ohio driver's license, and shall obtain a Class A commercial driver's license with airbrake endorsement within six (6) months of appointment.

Essential Functions of the Position:

1. May be assigned to varying work schedules, weekend work, and be called back to work as needed by the District.
2. Responsible for the day-to-day operation and maintenance of one or more of the County wastewater collection systems and wastewater treatment plants.
3. Prepares and submits records, reports and other documentation.
4. May be assigned as the Operator of Record for one or more District wastewater treatment facilities and/or collection systems.
5. Evaluating conditions of sewers by conducting televised inspections of sewer lines, monitoring flows using manhole flow meters, and conducting smoke and dye testing.
6. Routinely inspecting condition of sewage pumps, lift stations, and wastewater treatment plants and maintains them in good working order.
7. May be called upon to operate a variety of light to heavy construction equipment.
8. Ensure that safety equipment is maintained in good working order.
9. Report and make recommendations to the Lead Operator - Wastewater as to needed repairs and capital improvements.
10. Recommend and assist in the implementation of goals and objectives; establish schedules and methods for a variety of wastewater collection activities, and implement policies and procedures.
11. Has the ability and willingness to foster a team environment relationship with other employees in the course of daily activities.
12. Responsible for carrying out the mission of the District and the adherence to the District's organizational values.
13. Develop and maintain positive public relations with emphasis on customer service.
14. Perform other duties and assumes other responsibilities as apparent or as delegated.

Job Related and Essential Functions:

Note: The required level and scope of the following knowledge and skills relate to the level of the position as defined in the class characteristics.

1. Knowledge of:
 - a. Safety practices and procedures;

Tuscarawas County Metropolitan Sewer District

We are an equal opportunity provider and employer

- b. Department and County policies and procedures, work rules, and standards of conduct
 - c. Mechanical maintenance;
 - d. Sewer construction, maintenance, and repair;
 - e. Proper lifting techniques;
 - f. Public relations;
 - g. Local geographical area;
 - h. Grounds maintenance and repair;
 - i. Heavy and medium duty equipment maintenance and repair;
2. Skilled at:
- a. Motor vehicle operation.
 - b. Use of bench and/or hand tools.
 - c. Use of mechanic's tools and equipment.
 - d. Responding quickly and effectively in difficult situations.
 - e. Analyzing administrative and organizational problems and making appropriate recommendations.
 - f. Coordinating multiple projects and meeting deadlines.
 - g. Using a computer and job related software applications.
 - h. Preparing reports and effectively maintaining accurate records.
 - i. Maintaining a team work culture.
3. Ability to:
- a. Carry out the policies of the County and the District.
 - b. Interpret a variety of instructions in written, oral, picture, or schedule form.
 - c. Deal with problems involving several variables within familiar context.
 - d. Recognize unusual or threatening conditions and take appropriate action.
 - e. Define problems, collect data, establish facts, and draw valid conclusions.
 - f. Travel to and gain access to work sites.
 - g. Perform heavy manual labor for extended periods of time in often adverse conditions.
 - h. Exercise independent judgment and discretion.
 - i. Communicate effectively.
 - j. Develop and maintain effective working relationships.
 - k. Calculate fractions, decimals, and percentages.
 - l. Prepare accurate documentation.
 - m. Maintain records according to established procedures.
 - n. Identify with District goals and objectives and understand and support District priorities and needs.
 - o. Establish and maintain cooperative working relationships with those contacted in the course of work.
 - p. Meet the physical, mental and environmental demands of the job.
 - q. Communicate clearly and concisely, both orally and written.
 - r. Demonstrate continuing effectiveness in maintaining the knowledge and skills required of this position.
 - s. Keep abreast of new and changing technology relevant to the position.
 - t. Use initiative and exercise sound independent judgment.
 - u. Promote a customer service focus in forging cooperative public relations.

Physical Demands/Qualifications/Requirements:

- 1. The ability to sit for potentially long periods of time throughout the workday.
- 2. Having manual dexterity and vision sufficient to operate computer systems for potentially long periods of time without experiencing abnormal hand, wrist or eye strain.
- 3. Having hearing sufficient to understand conversations, both in person and on the telephone.
- 4. The ability to work safely outdoors in all weather.
- 5. The ability to stand, climb and walk for extended periods.
- 6. The ability to work on slippery and uneven surfaces.
- 7. The ability to work in confined spaces.
- 8. The ability to perform heavy physical labor including lifting of objects above 50 pounds with assistance.
- 9. The ability to operate heavy equipment as well as a motor vehicle.

Tuscarawas County Metropolitan Sewer District

We are an equal opportunity provider and employer

NOTE: Some reasonable accommodations may be made for some physical demands for otherwise qualified individuals who require and request such accommodations.

Non-Physical Demands/Qualifications/Requirements:

1. The ability to communicate information clearly and effectively on a number of different levels, both verbal and written.
2. The ability to demonstrate a high level of integrity.
3. The ability to operate under deadlines.
4. The ability to foster a positive work culture.

Environmental Conditions:

1. Working conditions in the field are subject to extreme variations in temperature, humidity and can include high wind and rain. The incumbent is subject to dust and pollen as well as other factors such as poison oak and dangers associated with working on and near roadways, confined space, chemicals, raw wastewater and other hazards associated with construction projects and utility plant operations.

Other Duties and Requirements:

This class description lists the major duties, qualifications and requirements of the job and is not all inclusive. Not all duties are necessarily performed by each incumbent. Incumbents may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

Hourly Wage: \$25.25 (this position is subject to a probationary rate of 90%).

To apply for this position, please submit your resume to:

Tuscarawas County Metropolitan Sewer District
9944 Wilkshire Boulevard NE
Bolivar, OH 44612

Or via email to: mjones@tcmsd.org