

Village of Wellington, Ohio
Operator Water Department
Job Description

Job Title:	Operator Water
Position Type:	Non-exempt, Fulltime, Year-Round
Appointment Dates:	Employment at Will
Appointing Authority:	Water Superintendent
Pay Grade:	G

JOB OVERVIEW AND PURPOSE

Under general supervision, performs duties of a Water Operator and be required to operate various Village equipment, operate, and maintain water system.

ESSENTIAL JOB FUNCTIONS AND DUTIES

A. Essential Job Functions

1. Maintain continuity of plant operations, producing a safe drinking water for consumers.
2. Perform appropriate water quality monitoring to assure water potability.
3. Follow directives of supervisors.
4. Exercise responsible authority over subordinates.
5. Maintain safe work environment, utilizing safe work practices at all times. Conformance to all existing safety regulations.
6. Maintain availability to be on-call as scheduled and respond to emergencies after hours.
7. Abide by policies set forth in the Village of Wellington Personnel Policy Manual.

B. Non-essential (extraordinary) Job Functions

1. Engage in continuing education and maintenance of competency to perform tasks in water and, subsequently, wastewater treatment as needed.
2. Perform operational tasks as assigned, including but not limited to hydrant flushing, lab analyses, backflow/cross-connection prevention, work with other departments.

C. Other duties as assigned.

EDUCATION

1. High School Diploma or GED
2. Chemistry background preferred. Training will be provided.
3. Computer literacy.

SUPERVISORY RESPONSIBILITY

Supervisory role as needed

SPECIAL CERTIFICATES, REGISTRATIONS, LICENSES REQUIREMENTS

- Ohio Class 1 Water Supply Operator's License or ability to obtain through examination within two years of employment.
- OEPA Certification in Water Lab Wet Chemistry and Microbiological Analyses. Training and OEPA certification to follow employment.

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KNOWLEDGE, SKILLS, AND ABILITIES

- Computer literacy.
- Proficient in Word and Excel software applications.
- Basic understanding of electric motor and pump operations.
- Equipment maintenance.
- Familiar with SCADA (Supervisory Control and Data Acquisition).
- Knowledge of water distribution and system dynamics.

PHYSICAL/MENTAL REQUIREMENTS

The physical demands described here are representative of those that are needed by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to work in various climatic conditions of cold, heat, snow, rain, etc.
- Ability to lift, stoop, bend, carry, crawl, kneel, and heave.
- Ability to perform assigned tasks.
- Ability to operate equipment to perform assigned tasks.
- Must have endurance necessary to perform these duties throughout a standard eight (8) hour day.

ENVIRONMENTAL CONDITIONS AND SAFETY CONCERNS

1. Potential exposure to blood borne pathogens, sewage, other potentially infectious materials, confined spaces, and associated gases.
2. Potential exposure to paints and other coatings and associated fumes.
3. Potential exposure to "Extremely Hazardous Materials" such as chlorine gas, and other water treatment-related chemicals including but not limited to aluminum sulfate, sodium hydroxide, HFS, polymers, and UV irradiation.
4. Potential exposure to, and handling of, compressed gas and miscellaneous fuels, and oils.
5. Potential exposure to noise levels ranging from light to heavy.

EQUIPMENT

- Variety of electric motors and water pumps.
- Chemical feed pumps.
- Laboratory analytical apparatus.
- SCADA system distribution systems components (pipe materials, valves, meters, etc.).