

# Soldier Canyon Water Treatment Authority

## Job Announcement

**January 2023**

**Organization:** Soldier Canyon Water Treatment Authority

**Job Title:** Trainee Plant Operator

**Reports To:** Lead Plant Operator

**Salary Range:** \$50,000 to \$56,000 - Annually

The Soldier Canyon Water Treatment Authority (SCWTA) owns and operates the Soldier Canyon Filter Plant, which is a 60 million gallon per day (MGD) conventional water treatment plant located in Fort Collins, CO. The Authority provides high quality, reliable, safe, and affordable drinking water to three water districts in the Northern Colorado region: ELCO Water District, Fort Collins- Loveland Water District, and North Weld County Water District. The three Water Districts are also the sole owners of the Filter Plant and comprise the members of the SCWTA Board.

### **Job Description:**

See attached detailed Job Description

### **How to apply:**

Interested applicants should apply through [www.indeed.com](http://www.indeed.com) or apply via email at [HR@soldiercanyon.com](mailto:HR@soldiercanyon.com).

The successful applicant will be required to pass a background test as well as pass a drug test prior to starting employment with the Authority.

### **Benefits:**

Soldier Canyon Water Treatment Authority provides an excellent working environment and a “people first” culture, as well as a generous benefits package. The package includes annual vacation and sick leave, 12 paid holidays, PPO, EPO, and HDHP health insurance plans, Dental and Vision insurance plans, a 3% employer match for 401/457 contributions, and participation with an approximate 13 % employer match in the Colorado Public Employees Retirement Association (Colorado PERA) defined benefit pension plan. Employee health insurance coverage is covered 100% by the Authority. The Authority also covers 80% of family health insurance premiums, and also offers an additional \$200 or \$300 monthly HRA/HSA contribution, depending upon the selected health plan.

For Additional information Contact: Soldier Canyon Water Treatment Authority

4424 Laporte Ave.

Fort Collins, CO 80521

Phone: (970) 482-3143

[HR@soldiercanyon.com](mailto:HR@soldiercanyon.com)

<https://soldiercanyon.com/>

# Soldier Canyon Water Treatment Authority (SCWTA)

## Job Description

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<b>Position Title:</b> TRAINEE WATER TREATMENT OPERATOR
<b>FLSA Status:</b> Non-Exempt/Hourly
<b>Reports To:</b> Lead Operator
<b>Pay Range:</b> \$50,000 to \$56,000 - Annually
<b>Revision Date:</b> January 2023

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### Summary

Under direct supervision of the Lead Operator, the Trainee Water Treatment Operator is responsible for learning the operations and monitoring of all phases of the water treatment plant. This position will be trained to regulate plant flows to meet demands of the Authority's customers. The Trainee Operator will learn and ultimately be accountable for adjusting and maintaining chemical feed rates; maintenance operation, housekeeping of treatment processes; operation, maintenance, and housekeeping of pumping and storage facilities, as well as other off-site facilities such as the PVP Screen and Basin. Basic laboratory skills will be taught to maintain and confirm proper treatment objectives including on-line process analyzers. Duties will also include water supply maintenance and operations during the summer months. Must maintain performance level expectations and a willingness to learn to remain within the organization and be eligible for assignment to the position of a Water Treatment Plant Operator. This is a safety-sensitive position that requires candidates to successfully pass a post-offer drug screen.

### Essential Job Functions

The following duties and responsibilities are illustrative of the primary functions of this position and are not intended to be inclusive. Trainee Operator will be trained by Plant staff to perform the following:

1. Assures the proper operation of all plant process including plant flow control, chemical feed systems, rapid and slow mixing devices, sedimentation facilities, filtration equipment, pumping and storage facilities, filter backwash and settled water waste and sludge handling systems.
2. Optimize plant processes to ensure highest treated water quality to the customer.
3. Maintains accurate records of all aspects of the various processes through computer data entry, equipment maintenance forms and operational logs.
4. Controls water quality throughout the water treatment processes by lab analysis, monitoring and maintaining on-line analytical equipment.
5. Stays informed of the current state, local, and departmental water quality standards. Operates the plant to in such a matter to comply with these regulations.
6. Assists in training needs of other plant operators.
7. Will contact appropriate supervisory or operations personal in the event of emergencies, equipment malfunctions or any unusual occurrence or illegal activities.
8. Responds to Hazardous Material spills on raw water supplies by documenting, communicating, and sampling.
9. Operates truck, forklift, tractor, laboratory equipment, and other equipment relating to the water treatment process.
10. Informs appropriate personnel of repetitive maintenance problems.
11. Performs designated preventive maintenance tasks.
12. Subject to 24-hour on-call, evenings, weekends, holidays, and additional hours on a rotational basis.
13. Acts as Water Supply Operator in the summer months ensuring the proper operations of the PVP intake system.
14. Other duties as required and necessary to ensure the success of the organization

### Supervisory Duties

None

### **Knowledge, Skills, and Abilities**

To perform this job successfully, an individual will be able to perform each essential duty satisfactorily after training. The requirements listed below are representative of the knowledge, skill, and/or ability that the incumbent will learn.

#### **Knowledge of:**

- Methods, techniques, processes, equipment, and machinery utilized in the operation of a water treatment plant.
- Operation and maintenance of water treatment equipment.
- Applicable state, federal and local laws, rules, and regulations.
- Record keeping, report preparation, filing methods and records management techniques.
- Computer applications and SCADA related to the work.
- Communicating clearly and effectively, orally and in writing.

#### **Ability To:**

- Ability to write routine reports and correspondence.
- Ability to calculate figures and amounts such as proportions, percentages, area, circumference, flows, volume.
- Ability to perform basic concepts of algebra.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standards exist.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to interpret and use information from blueprints, technical documentation, shop drawings, manufacturer drawings, manufacturer manuals, maintenance manuals, and equipment manuals.
- Ability to make sound judgments and decisions.
- Ability to follow procedures closely and maintain a high level of precision and accuracy in completing all tasks as assigned.
- Ability to establish priorities and cope effectively with multiple demands.
- Ability to apply appropriate personal protection for various environments.
- Ability to work in confined spaces with appropriate safety equipment as required.
- Ability to don and use self-contained Breathing Apparatus (SCBA) within 2 minutes.
- Ability to access input and retrieve information from the computer.
- Ability to follow all personal and safety programs implemented at SCFP.
- Ability to complete required OSHA/safety training

#### **Mental and Physical Abilities to:**

- Read and interpret documents such as safety rules, and operation and maintenance instruction and procedure manuals.
- Provide direct supervision of assigned work unit.
- Follow written and oral instructions.
- Perform routine and strenuous work.
- Instruct others in techniques and methods utilized in the water treatment system.
- Define problems, collect information, establish facts, and draw valid conclusions.
- Read and understand engineering plans and specifications.
- Establish and maintain effective working relationships with other departments, employees, and the public.

### **Computer Skills**

To perform this job successfully, an individual should have basic knowledge of Internet software; Spreadsheet software; Word Processing software; and Supervisory Control and Data Acquisition

(SCADA) software, and associated applications.

### **Certificates, Licenses, Registrations**

#### **Education and Experience:**

- High school diploma or equivalent.

#### **Licenses and Certifications:**

- Obtain a valid Colorado Class D Water Treatment Plant Operators Certificate within the 1<sup>st</sup> nine (9) months of employment.
- Employee is expected to achieve a Colorado Class A Water Treatment Plant Operators Certificate within the first four (4) years of employment
- Must possess a valid Colorado Driver's License.

### **Physical Demands**

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

- While performing essential functions of this job, employee is regularly expected to stand, walk, sit, use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and lift and/or move up to 50 pounds.
- While performing essential functions of this job, employee is occasionally expected to lift and/or move up to 100 pounds, and maneuver chemical containers weighing up to 2500 pounds with mechanical assistance.
- Specific vision abilities required for this job include close vision, distance vision, ability to discriminate between colors, peripheral vision, depth vision, and ability to adjust focus.
- Near acuity and accommodation are required for reading written instructions, schematics, blueprints, precision measuring instruments, and computer screens.
- Hearing Ability - The ability to recognize adverse changes in process equipment.

### **Work Environment**

While performing essential functions of this position, employee is regularly exposed to work near moving mechanical parts, work in highly precarious places, fumes, or airborne particles, toxic or caustic chemicals, outdoor weather conditions, and risk of electrical shock.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job:

- High noise levels from operation in Plant.
- Physical hazards from working in vicinity of high voltage, high pressure lines, chemicals, elevated areas, and confined spaces.
- Cool, humid interior working conditions.
- Skin exposure to oils and chemicals.

While performing essential functions of this position, employee is occasionally exposed to wet or humid conditions, extreme cold, extreme heat, and work in potentially explosive environments. Working conditions can be occasionally loud.

The employee is subject to call back during evenings and weekends, occasional overtime, and emergency repairs. The employee may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws.