

## WASTE WATER OPERATOR

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

### SUMMARY DESCRIPTION

Under the direction of the Waste Water Treatment Plant Superintendent, performs a variety of semi-skilled work in maintenance and repair of property of the municipality, using various machines, tools and equipment. Perform laboratory analysis of treated sewage; perform related work as required.

### QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

- **Duties:**
  - Receives written work orders or verbal instructions from municipal supervisor.
  - Installs, operates and repairs sewer collection systems, laterals, flow meters, manholes, pump stations' equipment and mechanical and electrical equipment associated with sewer lift stations; trouble shoots sewer blockages and lift station problems; operates and maintains a combination truck (vacuum and hydro-flusher); reads and interprets collection systems map, blueprints and diagrams; digs ditches and holes using power and manual equipment; erects various types of barricades around excavations; measures, cuts and fits pipe; cleans and repairs various pumps; drives a truck to transport tools, department personnel and equipment; cleans and maintains vehicles, shops, office and the maintenance yard; operates a two-way radio; reads and records readings of various meters and gauges; operates a Closed Circuit Television (CCTV) video camera; sprays pesticide and clean in and around manhole covers, pumps and equipment; maintains equipment and tools; secures necessary tools and equipment for trucks; takes readings, washes filters, takes samples, keeps records and other related tasks.
  - Conducts inspections and makes adjustments to ensure proper operation.
  - Ensures compliance with Federal, State and Local regulations, including preparation of necessary reports.
  - Analyze operating data and make process control changes to maximize treatment efficiency.
  - Prepares work orders; performs routine and minor maintenance, including preventative maintenance on equipment, facility, sewer collection systems and lift stations.
  - Handles and transports treatment chemicals in a safe and effective manner according to regulations; assures that all chemical feed equipment is in proper working order.
  - Operates specific equipment and tools to move materials, supplies and equipment; operates appropriate vehicle for sludge removal and transport to disposal site as necessary.
  - Collects samples to evaluate performance or monitor compliance; delivers samples to be tested; conducts laboratory or field analysis as directed; records results.
  - Paints interior and exterior walls and trim where needed, using paint and painting tools.
  - Operate snow removal equipment to maintain streets, sidewalks and driveways.
  - Maintains and repairs municipal building's plumbing and electrical systems, including replacing worn or defective parts such as switches and fuses.
  - Repairs or replaces building brick, stone and concrete.
  - Maintains and repairs wood parts of buildings using carpenter tools.

- Replaces worn or damaged parts such as hoses, wiring and belts in machines.
- Properly follows work maintenance sheets and reports.
- Notifies supervisor of any problems with systems or equipment.
- Provides assistance to other operators and co-workers.
- Other duties and special projects as needed or assigned.

## **EDUCATION & EXPERIENCE GUIDELINES**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- **Education/Training:**
  - High School Graduate or GED
- **Experience:**
  - Basic knowledge of mechanical maintenance and repair of various equipment
  - Basic knowledge of algebra and computer
- **Licenses/Certificates/Special Requirements:**
  - Valid Iowa Driver's License
  - Possess and maintain a Grade I (or higher) Waste Water Operator Certificate from IDNR
  - Class B CDL with airbrake and tanker endorsements (endorsements must be acquired within sixty (60) days from date of hire)
  - Able to work in and around sewage
  - Able to work in confined spaces
  - Able to work a flexible schedule, occasional nights and weekends
  - Operate CCTV equipment and Jet/Vacuum combo unit
- **Competencies:**
  - Dependability
  - Problem solving/Issue Analysis
  - Productivity
  - Teamwork
- **Skills & Abilities:**
  - Using hands to lift, carry or pull objects that may be heavy.
  - Understand simple instructions.
  - Work outdoors in all kinds of weather.
  - Learn simple procedures and techniques.
  - Perform routine work or the same task over and over again.
  - Ability to establish and maintain effective working relations with co-workers, clients, vendors and the general public.
  - Knowledge of standard practices, methods, tools and equipment of waste water treatment activities.
  - Knowledge of electrical systems.
  - Knowledge of hazards associated with waste water treatment.
  - Knowledge of safety standards and precautions related to waste water treatment.
  - Knowledge of State and Federal Standards and Regulations governing waste water treatment.
  - Ability to use and maintain tools, equipment and computers associated with waste water treatment.

- Ability to read and interpret laboratory and statistical data.

#### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- **Environment:**

Standard office setting and outdoor field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, mechanical and electrical hazards, and all types of weather and temperature conditions; exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; work at heights; incumbents may be required to respond to emergency and public calls after hours including evenings and weekends.

- **Physical:**

Primary functions require sufficient physical ability and mobility to work in an office setting and in a field environment; to walk, stand and sit for long periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp and make repetitive hand movement in the performance of daily duties; to climb unusual heights on ladders; must be able to lift 100 lbs. on a regular basis, carry, push and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information. **Vision:** See in the normal visual range with or without correction. **Hearing:** Hear in the normal audio range with or without correction.