



Water Treatment Facility
600 Westfield Road
Holyoke, MA 01040-9615
Tel: (413) 532-6778
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January 21, 2026

PROMOTION BULLETIN

The Holyoke Water Works is seeking one (1) qualified individual for the position of **Treatment Plant Operator Grade 3T-4T**. The promotion of a qualified individual will be contingent upon approval of the Board of Water Commissioners. The Commission reserves the right to accept or reject the appointment as recommended by the Management Staff.

Starting Rate of Pay: \$31.00-\$37.64/hr.

DISTINGUISHING CHARACTERISTICS:

Work to be performed under the general supervision of the Head Treatment Plant Operator, Grade 4T Operator and Supply & Treatment Superintendent.

DUTIES:

1. Under the direct supervision of the Head Treatment Plant Operator, Treatment Plant Operator Grade 4T and Supply & Treatment Superintendent, shall be responsible for the maintenance, repair and operation of a 2T Water Treatment Facility in accordance with State and Federal Drinking Water Quality Standards and the Department's Risk Management Plan.
2. Works in conjunction with the Head Treatment Plant Operator and Grade 4T Operators on the operation of one (1) primary reservoir, (1) online backup reservoir and (2) emergency distribution reservoirs; the maintenance of over 7,000 acres of watershed lands; the operation and maintenance of eight (8) water storage tanks and five (5) pumping stations.
3. Assists the Head Treatment Plant Operator and Grade 4T Operators with daily reporting and correspondence to all regulatory authorities including but not limited to the Massachusetts Department of Environmental Protection and the Environmental Protection Agency.
4. Orders supplies and materials specific to the operation of the Laboratory and Treatment Facility, documents and submits test results on forms developed by the Holyoke Water Works, EPA and MassDEP.
5. Maintains testing devices and equipment, coordinates calibration requirements and annual certification of equipment as deemed necessary.
6. Required to address questions and respond to water quality complaints, obtain samples, perform tests and record and document test results.
7. Required to assist when necessary other Certified Operators in the operation, maintenance and repair of treatment equipment vital to the daily operation of the Water Treatment Facility.



8. Assists in the delivery of chemicals, when necessary, performs unskilled tasks in maintaining a clean environment in the Laboratory and other areas in the Treatment Facility as required by his supervisors.
9. At the discretion of management, will be required to be included in the Emergency Duty Roster and mandatory overtime schedule.

QUALIFICATIONS:

1. Possess a Massachusetts Grade 3T Certification for Operation of Drinking Water Facilities License.
2. Must possess a valid Massachusetts Motor Vehicle license, minimum Class D.
3. Must have worked in a Water Treatment Facility or performed duties consistent with a Grade 3T operator for a minimum of three (3) years.
4. Be mechanically inclined and thoroughly familiar with and proficient in the use of mechanical equipment, small-hand and power tools.
5. Be proficient in the use of Microsoft Word and Excel.
6. Possess a good work record.

***Interested candidates should email a resume to SmithM@Holyoke.org. For any further clarification please call Matt Smith Source of Supply and Treatment Superintendent at 413-532-6778.**