

## WATER TREATMENT PLANT OPERATOR

### **Position Purpose:**

The purpose of this position is to perform skilled technical work in all aspects of water treatment and distribution system maintenance, with particular focus on enhanced water quality and filter maintenance. Conducts and trains operators to perform routine water quality tests, determines water filter procedures, and keeps accurate records. The Water Treatment Plant Operator is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her direction and control.

### **Supervision:**

*Supervision Scope:* Performs work functions of a diverse nature requiring the ability to exercise independent judgment while performing duties within established guidelines.

*Supervision Received:* Works under the general supervision of the Water Operations Manager and the Water System Supervisor. The position is subject to review and evaluation according to the Town's personnel plan.

*Supervision Given:* Supervises licensed operators in the daily operation and weekend coverage of the treatment plants. Creates procedures on various filter activities, backwash, air wash, various wet lab tests, chemical feed analyzers, and daily logs.

### **Job Environment:**

Work is performed under laboratory, shop and field conditions, with exposure to hazardous chemicals and material, toxic conditions and electrical hazards. Work is performed indoors and outdoors at which time the employee may be exposed to weather extremes of hot and cold temperatures and inclement weather. The employee is required to traverse uneven terrain and is subject to the hazards associated with working around chemicals and heavy equipment. Frequent exposure to chemicals used in water treatment processes.

Operates heavy and light trucks, heavy equipment, hand/power/pneumatic tools associated with division operations; operates standard office equipment in the office including computers as needed.

Makes occasional contact with other municipal departments, vendors, consultants and engineers. Communication is by all means email, electronic devices, telephone, in person, and in writing or reports.

Errors in judgment may impose undue and substantial expense recovering from errors, result in delays or loss of service, cause damage to buildings and/or equipment, or result in legal ramifications; in some cases, errors could endanger safety of employees and the general public; most errors are difficult to detect.

**Essential Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

Plans, directs and evaluates all preventative maintenance including wells, storage tanks, water treatment facilities equipment; assists the Water Operations Manager in establishing long term goals as well as personnel training and safety, review plant records and data, prepares and / or reviews reports, must make personal observations to analyze station and personnel performance and recommends corrective measures when and where needed. Confers with the Water System Supervisor with respect to the distribution system operations and maintenance, staffing, system sampling, water quality concerns.

Ensures that all Federal, State, and Local guidelines and laws are followed and met. Assists the Operation Manager in preparation of reports to the State. Upkeeps records of daily events, responds in the event of an emergency with appropriate corrective procedures. Keeps thoroughly informed of water technology and safety procedures. Diagnoses unsafe and unhealthy conditions. Determines causes of accidents and corrects conditions and practices to prevent recurrences. Is responsible for maintaining orderly conditions at all times. Working knowledge of SCADA system is required.

Maintains repair and general maintenance logs and records; recommends replacement of parts and machinery to the Water Operations Manager; initiates orders for parts, including pumps, valves, chemicals; maintains complete and accurate records for all maintenance work performed; maintains adequate inventories of parts; enforces safety regulations; consults with equipment vendors.

Investigates new or alternative materials, parts, tools and procedures to increase the life and efficiency of the water treatment equipment. Trains personnel in the proper procedures in servicing and repairing the water treatment plant and pumping station facilities and related equipment.

Ability and experience in performing laboratory tests associated with water treatment operations. Ability to read and interpret blueprints as well as electrical, plumbing, and mechanical schematics.

Adds all chemicals to the municipal water supply in accordance with State and Federal regulation. Collects water quality samples by schedule in accordance with State and Federal regulations.

Maintains accurate and complete records such as, gallons of water pumped, chemicals added, ph, chlorine residuals, temperature, well water levels, rain and snowfall.

Performs calculations and arithmetic with water works formulas. Compiles information and figures for reports.

Operates the Supervisory Control and Data Acquisition (SCADA) and other personal computers.

Schedules assignments.

Responds to water quality questions from consumers. Educates residents, businesses and students in all aspects of the water works industry. Mentors other towns and cities on Easton's operations and procedures.

Provides on-call services, requiring availability during nights and weekends.

Regular attendance and punctuality at the work place is required.

Responds to callback requests to deal with public safety issues after normal working hours, such as snow plowing and sanding operations, water main repairs, heating and electrical outages.

Performs similar or related work as required, directed or as situation dictates.

### **Recommended Minimum Qualifications:**

#### **Education, Training and Experience:**

Associates degree in environmental or chemical engineering, or related field; five years of progressive responsible experience in water treatment processes; or any equivalent combination of education and experience.

Must have a thorough knowledge of water quality chemistry and related chemical treatment. Must have a Grade 2 Water Treatment, and a Grade 3 Water Distribution Operators License or the ability to obtain licenses within (1) one year of employment. Must continue training courses as required by the Massachusetts Department of Environmental Protection and ability to maintain required certifications.

#### **Special Requirements:**

Massachusetts Class B Commercial Driver's License

Massachusetts Public Safety Hoisting license 1B

Massachusetts Drinking Water Supply Facilities License Grade 3 Distribution and Grade 1 Treatment or Grade 3 combined.

#### **Knowledge, Ability and Skill:**

*Knowledge:* Knowledge of water/pumping and treatment systems including electrical, mechanical, chemical processes and associated instrumentation. Knowledge of state and local laws and regulations related to division operations.

*Ability:* Ability to carry out oral instructions. Ability to operate a computer and to calculate formulas and ratios. Ability to operate and maintain heavy motorized vehicles and equipment.

*Skill:* Skill in all of the above-mentioned tools and equipment. Basic skills in computer operations. Skills to troubleshoot and to disassemble and assemble complex pumps, motors and related components.

Physical Requirements:

The physical demands described here 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 functions. Work requires more than moderate physical effort required to perform work in the field. Sustained periods of standing, walking, bending, climbing, and working in uncomfortable positions requiring lifting and pulling operations; works in cramped quarters. Must be able to manipulate objects, tools, or controls, and reach with hands and arms. The incumbent must have eyesight and hearing at or correctable to "normal ranges"; color vision. May spend sustained periods at terminal or on telephone. Works for extended periods of time as required by emergency situations. Frequently lifts up to 60 pounds.

*(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)*

SPEA DPW Water Unit	Grade: 3	FLSA Status: Non-Exempt
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