

CLASS TITLE: Wastewater Systems Operator

ACCOUNTABLE TO: City Superintendent

PRIMARY OBJECTIVE OF POSITION:

- Under General Supervision
 - ✓ Performs skilled work in the operation of a lagoon, lift stations and sewer collection
 - ✓ Work requires significant individual judgment with reasonable variation within prescribed standards and procedures

ESSENTIAL JOB FUNCTIONS:

- Must possess the ability to
 - ✓ Possess a Class III Aerated Lagoon Certification
 - ✓ Possess a CDL with appropriate endorsements
 - ✓ Ability to read, write and follow instruction manuals
 - ✓ Work maybe performed in undesirable physical conditions of pollution, heat, cold and dampness
 - ✓ Physical work requiring lifting of up to 75 pounds (greater with assistance), bending, stooping, crawling, climbing and getting in and out of vehicles
 - ✓ Exposure to chemicals, acids and infectious wastes
 - ✓ Public interaction is required – requires common courtesy and relaying information
 - ✓ Contact with others is incidental to performance of duties
 - ✓ Required common courtesy and relaying information
 - ✓ Work performed often requires care and use of proper safety equipment and procedures to prevent injury

MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:

- Performs a variety of work
 - ✓ Operations and maintains the lagoon, lift stations and sewer collection system
 - ✓ Take samples, tests and performs analysis of wastewater and its treatment
 - ✓ Performs various tasks in equipment maintenance
 - ✓ Operates light and medium equipment in the performance of duties which may include the maintenance and construction of the water distribution system and/or wastewater collection system
 - ✓ Inspects and operates motors, pumps, meters, chemical feeders and related equipment
 - ✓ Calculates dosage and adds chemicals to treatment system in accordance with standards set by the State of Montana Department of Environmental Quality
 - ✓ Performs other such duties as assigned

CLASS TITLE: Wastewater Operator (Continued)

SUPERVISION – RESPONSIBILITY FOR WORK OF OTHERS:

- Generally none; may supervise water and /or sewer distribution work as Leadworker

EDUCATION, TRAINING AND EXPERIENCE REQUIREMENTS:

- Graduation from High School or its equivalent
Prior work experience with a water and wastewater system desirable Of public facilities
- CDL with appropriate endorsements
- May be required to obtain a Class III Aerated Lagoon and shall maintain such certification and update as may be required
- Good understanding of mechanical operations of pumps and plumbing techniques required

EXAMPLES OF PERFORMANCE CRITERIA AND EXPECTATIONS:

- All equipment is maintained and operated efficiently
- Testing and records are maintained according to required procedures of the State of Montana
- Maintains and applies knowledge of the function and servicing requirements of mechanical equipment and machinery and of the treatment process involved in the operation of the wastewater system
- Wastewater is treated at or above required levels and to the standards of the State of Montana
- May read and install water meters and remote controls
- Establishes and maintains effective working relationships with fellow employees, other departments, agencies and the general public
- Performs such other tasks and assignments as may be directed in the day to day operations of the City