

WASTEWATER TREATMENT FACILITY OPERATOR

JOB TITLE: WASTEWATER TREATMENT FACILITY OPERATOR

DEPARTMENT: WASTEWATER TREATMENT

REPORTS TO: CHIEF WWTF OPERATOR

FLSA STATUS: NON-EXEMPT

GENERAL SUMMARY: Under direction, operate plant to process wastewater and perform operation maintenance to ensure continual safe and efficient operation of the wastewater treatment plant.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

May perform some or all of the following tasks:

1. Inspect equipment; perform routine maintenance on plant and pump station equipment; coordinate pump and disposal operations; conduct visual and sound inspections of equipment; check flows, alarms, test equipment, check feed pumps and filters; check digester, blower oil level, belts and gauges; unload, store and use various chemicals; pump out screen pit; empty gas traps.
2. Repair and/or rebuild equipment; evaluate equipment in need of repair or replacement; identify parts needed; locate, price and order; disassemble and repair units.
3. Go to industrial user's sites and record measurements of flow, pH, temperature; ensure industries are in compliance.
4. Process Control; review laboratory numbers from process samples; direct observation of process to determine conditions; review lab data and observations to determine if any adjustments are needed, e.g., change pumping rates, return on wasting, speed and number of aerators, and chemical settings;
5. Perform routine laboratory tests to assist with NPDES requirements in accordance with level of training; collect samples and perform tests on effluent for ammonia, nitrate, nitrite, phosphorous, activated sludge, settleability test, percent solids on sludge test.
6. Operate centrifuge to separate sludge; add polymer, check digester levels, pump centrate on to reed beds; observe operation to check for dryness; correct routine malfunctions; clean up area; conducts tests to ensure operation meets wasting requirements; transfer to dumpster.

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7. Conduct internal inspection of sewer lines; inspect manholes, operate jetter to eliminate obstructions (e.g. roots, grease and other deposits) clean and repair manholes and lines, update sewer maps and manhole charts; locate lines to be inspected using map, locate and identify infiltration points and sewer defects to determine extent of sewer line damage; prepare description of each sewer defect and record pertinent data, including exact location of defect; photograph pictures of serious or unusual irregularities, using camera.
8. Perform a variety of maintenance related tasks; maintain a clean and orderly appearance; clear tanks of debris; clean effluent grate, other equipment and facilities using hose and power cleaning equipment; keep rotor bearings cleaned out and lubricated; prepare surfaces and apply paint; grease and change oil in vehicles; clear snow and debris.
9. Respond to PA One Calls; mark sewer lines and laterals.

JOB SPECIFICATIONS:

**indicates developed after employment*

Education/Employment: Any combination of education and experience which indicates possession of the skills, knowledge and abilities listed below. An example of acceptable qualifications for this position is possession of license as required by PA DEP and related experience in mechanical or maintenance field.

Knowledge:

- Thorough knowledge of wastewater treatment plant operating standards outlined in NPDES permit guidelines, municipal, state and federal regulations and in design manual for treatment plant.
- Thorough knowledge of machinery maintenance and repair practices and procedures.
- Thorough knowledge of safety standards and procedures in treatment plant environment.
- Thorough knowledge of borough policies and procedures.*
- Thorough knowledge of laboratory testing practices and procedures.
- Thorough knowledge of computer applications for treatment plant operations.

Skills:

- Operation of computer keyboard.

Abilities:

- Ability to work independently but remain flexible in accordance with demands of shift and work team in order to achieve unit objectives.
- Ability to prioritize tasks to maintain optimum operating conditions and meet time schedules required for sample collections.
- Ability to observe or monitor data, machinery and equipment to determine compliance with operating and safety standards.

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- Ability to apply general rules to specific problems to produce answers that make sense.
- Ability to prepare accurate reports and records.
- Ability to communicate effectively in oral and written form.
- Ability to adhere to safety standards and recognize safety warnings and hazards.
- Ability to inspect equipment, diagnose nature of problem and take action or recommend course of action.
- Ability to add, subtract, multiply and divide whole numbers, decimals and fractions.
- Ability to interpret a variety of detailed operating instructions, charts, manuals, maps, land plots, sketches and blueprints.
- Ability to demonstrate physical fitness to include occasional moderate to heavy lifting, occasional ladder climbing, reaching, occasional bending or squatting, and color vision.
- Ability to demonstrate honesty and convey integrity to maintain public trust.

Working Conditions: Work is frequently performed alone, frequently with interruptions, either inside a normal office environment or in the outdoors in a variety of weather conditions. Adherence to safety standards is required for work which is performed on and around a variety of potentially hazardous electrical or mechanical equipment, occasionally around hazardous substances. Work schedules are frequently irregular and work requires twenty-four-hour on-call status.

DISCLAIMER: The above statements are intended to describe the general nature and level of work being performed by a person assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required to perform the job.