

City of Fostoria Job Description

Job Title: Water Treatment Plant Operator
Department: Water Treatment Plant
Reports To: Water Treatment Plant Chief
FLSA Status: Non Exempt
Prepared By: CLD
Prepared Date: 12/5/97-1/20/98-6/16/98-(5/27/98)
Approved By: BS/RLR
Approved Date: June 4, 1999

SUMMARY

Controls treatment plant machines and equipment to purify and clarify water for human consumption and for industrial use by performing the following duties in accordance with current operating procedures.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Operates and controls electric motors, pumps, and valves to regulate flow of raw water into treating plant.

Applies proper dosage of chemicals such as chlorine, hydrofluosilicic acid, potassium permanganate, carbon, alum and lime into water or adjusts automatic devices that admit specified amounts of chemicals into tanks to disinfect, deodorize, and to clarify water.

Starts agitators to mix chemicals and allows impurities to settle to bottom of tank.

Turns valves to regulate water through filter beds to remove impurities.

Pumps purified water into water mains.

Monitors panelboard and adjusts controls to regulate flow rates, loss of head pressure and water elevation, and distribution of water.

Cleans tanks and filter beds, using backwashing (reverse flow of water).

Performs minor maintenance on equipment.

Tests water samples to determine acidity, hardness, impurities and fluoridation.

Adds chemicals such as alum into tanks to coagulate impurities and to reduce acidity.

Records data such as residual content of chemicals, water turbidity, and water pressure.

Receives citizen complaints and responds accordingly.

Performs all duties in accordance with prescribed safety rules.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or training; or equivalent combination of education and experience with minor mechanical ability.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent. Ability to calculate weight measurements, volume and calculate chemical dosages.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS

*Chemical Laboratory Certification in accordance with OPEA Standards. *Must possess a Certificate of Completion for Public Water System Operator I and be certified as a Public Water System Operator I in accordance with OPEA Standards prescribed in OAC 3745-7-01 thru 16. Posses a valid Ohio Drivers Operators License.

*May be acquired after hire in accordance with current labor agreement.

PHYSICAL DEMANDS 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.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to walk and climb or balance. The employee is occasionally required to sit; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 50 pounds and frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job

include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions, moving mechanical parts, toxic or caustic chemicals, and outside weather conditions. The employee is frequently exposed to high, precarious places and fumes or airborne particles. The employee is occasionally exposed to risk of electrical shock. The noise level in the work environment is usually loud.

Maintains effective working relationships with supervisors and co-workers.

An individual who poses a direct threat to the health and safety of himself/herself or others in the workplace will be deemed not qualified for this position.