

CLASSIFICATION TITLE: WRD Operator 1, 2 or 3 - WW
LOCATION: Clermont County Water Resources Department – Wastewater Division
PAY RANGE: Operator 1 – Pay Range 12; Operator 2 – Pay Range 14; Operator 3 – Pay Range 16
HOURLY RATE: Operator 1 - \$15.59; Operator 2 - \$16.73; Operator 3 - \$19.47
CONTACT: Darlene Swartz (513) 732-7947
APPLICATION END DATE: 01/12/2018
FLSA STATUS: Non-Exempt
BARGAINING UNIT: Yes
CLASSIFIED POSITION: Classified
APPOINTMENT CATEGORY: Full-Time Permanent
UNUSUAL SHIFTS: Evenings/Weekends possible. Subject to Recall
EMERGENCY LEVEL: 3
PROBATIONARY PERIOD: 120 Days

TO APPLY: Applicants must complete an on-line application @ www.clermontcountyohio.gov to be considered. A Cover letter and Resume must be attached. Please contact Darlene Swartz at (513) 732-7947 with any questions regarding this position.

Minimum Acceptable Worker Characteristics

WRD Operator 1 – WW: High school diploma or GED equivalent. Must be able to obtain a valid Ohio Class 1 Wastewater Operator's License as issued by the Ohio Environmental Protection Agency (OEPA) within two years of appointment. Must possess basic skills in mathematics, including ability to calculate fractions, decimals, and percentages; perform simple addition, subtraction, multiplication and division. Must be able to adapt to changing regulations and situations in order to maximize efficiency. This position involves exposure to extreme temperatures, loud noises, fumes and inclement weather. This work involves moderate lifting, pushing, pulling, crouching, stooping and bending activities as well as use of all major muscle groups for sustained periods of time. Working in close proximity to motorized equipment and tools require normal vision and hearing acuity. Must have and maintain a valid driver's license.

WRD Operator 2 – WW: High school diploma or GED equivalent. Possession of valid Ohio Class 2 Wastewater Treatment Plant Operator's License. Three years of increasingly responsible experience in wastewater treatment plant operations. Must be enthusiastic, team oriented, and possess the leadership skills to work smoothly with all staff members. Must be able to understand and follow County safety procedures. Must be able to adapt to changing regulations and situations in order to maximize efficiency. This position involves exposure to extreme temperatures, loud noises, fumes and inclement weather. This work involves moderate lifting, pushing, pulling, crouching, stooping and bending activities as well as use of all major muscle groups for sustained periods of time. Working in close proximity to motorized equipment and tools require normal vision and hearing acuity. Must have and maintain a valid driver's license.

WRD Operator 3 – WW: High school diploma or GED equivalent. Possession of valid Ohio Class 3 Wastewater Treatment Plant Operator's License. Five years of increasingly responsible experience in wastewater treatment plant operations. Must be enthusiastic, team oriented, and possess the leadership skills to work smoothly with all staff members. Must be able to understand and follow County safety procedures. Must be able to adapt to changing regulations and situations in order to maximize efficiency. This position involves exposure to extreme temperatures, loud noises, fumes and inclement weather. This work involves moderate lifting, pushing, pulling, crouching, stooping and bending activities as well as use of all major muscle groups for sustained periods of time. Working in close

proximity to motorized equipment and tools require normal vision and hearing acuity. Must have and maintain a valid driver's license.

--or education, training and/or experience in an amount equal to the Minimum Qualifications stated above

Military education and experience may be substituted for college and vocational certificate level course work on a case by case basis based on the American Council on Education (ACE) Military Guide recommendations. For consideration please include a military transcript with your application.

May Be Required to Demonstrate Proficiency by testing. "R" = Required Pre-Hire; "D" = Desired, may be available Post-Hire.

- Communications Skills – R
- Team Building Skills – R
- Computer Skills – R
- Microsoft Applications – R
- Defensive Driving – D
- Mandated Ohio EPA Certification – R

Essential Job Functions and Responsibilities

WRD Operator 1 – WW: Under minimal supervision operates treatment plants and process control equipment in compliance with regulatory requirements utilizing skills and knowledge. Makes independent operational decisions, adjusting work where necessary to insure compliance with all State and Federal statues, County Rules and Regulations, and Water Resources Department operational needs. Representative duties include: Performs any task necessary for the efficient operation of wastewater treatment facilities. Performs necessary tasks needed to insure compliance with all regulations. Makes operational changes necessary to obtain the highest standards of treatment possible. Maintains treatment plant system components. Performs general housekeeping duties. Remains current on technological advancements. Assists maintenance staff with corrective and preventative maintenance tasks. May be required to operate a county vehicle in the performance of essential duties.

Works alone or with other persons in short- or long-term team projects to resolve problems or conflicts in any area of county operations or to complete assigned projects at the direction of any county supervisor or Department Head when assigned. Participates in cross-training and maintains proficiency in area of cross-training as necessary. New and other related duties as assigned. Reports safety/risk management issues to immediate supervisor.

WRD Operator 2 – WW: Under minimal supervision operates treatment plants and process control equipment in compliance with regulatory requirements utilizing skills and knowledge. Makes independent operational decisions, adjusting work where necessary to insure compliance with all Agency, State, and Federal statues, County Rules and Regulations and Water Resources Department operational needs. Representative duties include: Performs any task necessary for the efficient operation of Water Treatment facilities. Performs necessary tasks needed to insure compliance with all regulations. Makes operational changes necessary to obtain the highest standards of treatment possible. Maintains treatment plant system components. Performs general housekeeping duties. Remains current on technological advancements. Assists maintenance staff with corrective and preventative maintenance tasks. Assists in budget preparation and tracking. May be required to operate a county vehicle in the performance of essential duties.

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WRD Operator 3 – WW: Under minimal supervision operates treatment plants and process control equipment in compliance with regulatory requirements utilizing skills and knowledge. Makes independent operational decisions, adjusting work where necessary to insure compliance with all State and Federal statutes, County Rules and Regulations, and Sewer District operational needs. Representative duties include: Performs any task necessary for the efficient operation of water treatment facilities. Performs necessary tasks needed to insure compliance with all regulations. Makes operational changes necessary to obtain the highest standards of treatment possible. Maintains treatment plant system components. Performs general housekeeping duties. Remains current on technological advancements. Assists maintenance staff with corrective and preventative maintenance tasks. Assists in budget preparation and tracking. May be required to operate a county vehicle in the performance of essential duties.

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Expected Outcomes

WRD Operator 1 – WW: Provides functional operation and maintenance of the treatment and collection systems. Makes independent operational decisions to insure all performance standards are met with a high level of customer service.

Participates in team projects when assigned or as needed. Fully and completely cooperates with assigned additional duties and responsibilities. Maintains a positive attitude and contributes to a cooperative, professional and cheerful working environment in all team and/or training assignments.

WRD Operator 2 – WW: Engages in the operation and maintenance of the treatment and collection systems. Makes independent operational decisions to insure all performance standards are met with a high level of customer service. Ensure that all testing and reporting procedures are met or exceeded. Treatment and distribution systems perform efficiently and in compliance with all environmental standards. Maintenance and repair of treatment plant and collection system infrastructures and components is accomplished timely. Plants operate in or above environmental compliance.

Participates in team projects when assigned or as needed. Fully and completely cooperates with assigned additional duties and responsibilities. Maintains a positive attitude and contributes to a cooperative, professional and cheerful working environment in all team and/or training assignments.

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