

# DELTA, OHIO

"THE COMMUNITY OF OPPORTUNITY"

## NOTICE OF EMPLOYMENT OPPORTUNITY:

### Village Office

401 Main Street  
Delta, OH 43515  
P- (419)822-3220  
F- (419)822-3837

The Village of Delta seeks to employ a Wastewater operations technician with Wastewater Operators I certification or, the ability to successfully complete the required testing to obtain such certification level within One (1) year of date of hire.

### Police Department

421 Fernwood Street  
Delta, OH 43515  
(419)822-3232

The compensation for this position would be between \$14.50 and \$17.00 per hour depending on qualifications. The position will also be entitled to benefits package provided by the village which will include, contribution to the Ohio Public Retirement System (PERS), Health Insurance, with vision and optional dental coverage.

### Water Plant

County Road H  
Delta, OH 43515  
(419)822-4143

Attached is a full position description.

### Wastewater Plant

516 Locust Street  
Delta, OH 43515  
(419)822-3190

Interested persons should submit a resume with references to the Village of Delta, ATTN: Village Administrator, 401 Main St. Delta, Ohio 43515 or e-mail to [bpeebles@villageofdelta.org](mailto:bpeebles@villageofdelta.org) .

### Public Works

401 Main Street  
Delta, OH 43515  
(419)822-4700

**VILLAGE OF DELTA**  
An Equal Opportunity Employer  
**POSITION DESCRIPTION**

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<b>Employee Name:</b>		<b>Position Title:</b>	Wastewater Plant Operator I
<b>EEO Status:</b>	07	<b>Dept./Div.:</b>	Wastewater Plant
<b>Employment Status:</b>	Full-time	<b>Reports To:</b>	Wastewater Superintendent
<b>FLSA Status:</b>	Nonexempt	<b>Pay:</b>	Ordinance

**QUALIFICATIONS:** Any combination of training and work experience which indicates the possession of the knowledge, skills, and abilities listed below. An example of acceptable qualifications:

Completion of secondary education or general education degree (GED) and training and/or experience with wastewater systems.

**LICENSURE OR CERTIFICATION REQUIREMENTS:**

Must possess a valid Ohio Commercial Driver's License; Ohio EPA Class I Wastewater Operator's License [must be acquired within two (2) years of date of appointment to position].

**EQUIPMENT OPERATED:** The following are examples only and are not intended to be all inclusive:

Personal computer, printer, copy machine, fax machine, and other standard business office equipment; laboratory equipment, miscellaneous hand and power tools, sludge press, dump truck, skid loader.

**INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:**

The employee has exposure to chemical compounds found in an office environment (e.g., toner, correction fluid, etc.); works in the vicinity of floor or wall openings, elevated platforms, and/or runways; ascends and/or descends ladders, stairs, or scaffolds; works in a confined space; works in an area in which means of egress is or can be obstructed; works on and around powered platforms and/or vehicle mounted platforms; is exposed to environmental conditions which may result in injury from fumes, odors, dusts, mists, gases, and/or poorly ventilated work areas; exposed to possible injury from extremely noisy conditions above 85 db; exposed to possible injury from hazardous gases, chemicals, flammables, air contaminants, unclean or unsanitary conditions, electrical shock; works with moving mechanical parts of equipment of machines (e.g., pumps, hoists, etc.); exposed to possible injury from falling from high places; has contact with potentially violent or emotionally distraught persons or vicious animals; has exposure to fire, hot, cold, wet, humid, or windy weather conditions; exposure to hazardous driving conditions;

Note: In accordance with the U.S. Department of Labor physical demands strength ratings, this is considered heavy work.

Developed by:

Date Adopted:  
Date Revised:

Clemans, Nelson & Associates, Inc.  
Dublin, OH 43016

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**VILLAGE OF DELTA**  
An Equal Opportunity Employer  
**POSITION DESCRIPTION**

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<b>Employee Name:</b>		<b>Position Title:</b>	Wastewater Plant Operator I
<b>EEO Status:</b>	07	<b>Dept./Div.:</b>	Wastewater Plant
<b>Employment Status:</b>	Full-time	<b>Reports To:</b>	Wastewater Superintendent
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Note: The closest applicable DOT Code for this position is:

(Code 955.362-010) GOE: 05.06.04 STRENGTH: L GED: R4 M4 L3 SVP: 6 DLU: 77

**ESSENTIAL FUNCTIONS OF THE POSITION:** For purposes of 42 USC 12101:

1. Under close and continuous supervision, performs wastewater treatment functions; reads meters and gauges and makes operating adjustments and minor repairs to plant equipment; regulates treatment of raw and treated sewage between various stages of treatment process; collects effluent samples and performs standardized tests; cleans equipment; measures and records sludge levels from tanks; collects samples for analysis; flushes plugged lines; reads meters and records readings to determine consistency of readings and reports inconsistencies.
2. Under close and continuous supervision, performs routine laboratory analysis of samples; analyzes and interprets results of laboratory analysis; collects samples from various locations; assembles and operates various testing devices and equipment.
3. Under general supervision, ensures equipment and facilities are properly maintained; advises superior of equipment or facility malfunctions.
4. Responds to emergency situations; operates maintenance equipment in times of emergency; assists private contractors by locating and marking mains and service lines; disassembles, tests, cleans, repairs, reassembles, and installs equipment; cleans intakes and outflows.
5. Assists all other areas of the service department as assigned (i.e., covers for absences, installs or repairs street signs, applies hot mix, cleans catch basins, operates sewer jet truck, assists with repairing water or sewer lines, repairs meters, etc.).
6. Position requires on-call status, weekend, and overtime work as determined by supervisor.
7. Acts as a fill in for employee absences as necessary (i.e., operates street cleaner, shovels, repairs water or sewer lines, reads meters, etc.).
8. Maintains required licensure and certification.
9. Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

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10. Demonstrates regular and predictable attendance.

**OTHER DUTIES AND RESPONSIBILITIES:**

1. Performs other related duties as assigned.

**MINIMUM ACCEPTABLE CHARACTERISTICS:** (\*Indicates developed after employment)

**Knowledge of:** geographic layout of jurisdiction; department goals and objectives\*; department policies and procedures\*; wastewater treatment plant operating procedures; wastewater treatment regulations; mechanical maintenance; water meter maintenance and repair; sewer construction, maintenance, and repair; public relations; community resources and services; English grammar and spelling; records management; biology; lab procedures; local geographical area.

**Skill in:** data entry; computer operation; use of modern office equipment; motor vehicle operation; use of bench and/or hand tools.

**Ability to:** carry out detailed but basic written or oral instructions; deal with problems involving several variables within familiar context; deal with many variables and determine specific action; define problems, collect data, establish facts, and draw valid conclusions; determine material and equipment needs; perform basic addition and subtraction; calculate fractions, decimals, and percentages; copy records precisely without error; complete routine forms; prepare accurate documentation; use proper research methods to gather data; respond to routine inquiries from public and/or officials; communicate effectively; understand a variety of written and/or verbal communications; gather, collate, and classify information; maintain records according to established procedures; answer routine telephone inquiries; develop and maintain effective working relationships; resolve complaints; perform heavy manual labor.

**CLASS TITLES OF POSITIONS DIRECTLY SUPERVISED:**

None.

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