

CITY OF LIMA, OHIO CIVIL SERVICE BOARD

SECRETARY
DEBRA S. VOBBE

202 E. HIGH STREET -- 2ND FLOOR
LIMA, OHIO 45801
TELEPHONE: 419-223-7271

BOARD MEMBERS
PILATE. BRADLEY, JR
BYRON SELDEN
MARK MULLENHOUR

NOTICE

THE LIMA CIVIL SERVICE BOARD HEREBY GIVES NOTICE PURSUANT TO CIVIL SERVICE RULE 5, SECTION 4(c) THAT THE POSITION OF **TOTAL PLANT OPERATOR (APPLIER LEVEL), WATER TREATMENT PLANT** WILL BE FILLED IN A, NON-COMPETITIVE MANNER AND THAT NO EXAMINATION FOR THE POSITION WILL BE HELD BECAUSE THE EXCEPTIONAL EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS REQUIRED RENDER SUCH AN EXAMINATION IMPRACTICABLE.

ANYONE WHO BELIEVES THAT HE OR SHE POSSESSES THE NECESSARY QUALIFICATIONS IS INVITED TO SUBMIT HIS/HER RESUME FOR THIS POSITION TO THE UNDERSIGNED NO LATER THAN **APRIL 10, 2020 AT 4:00 P.M.**

BY: DEBRA S. VOBBE, SECRETARY

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CITY OF LIMA WATER TREATMENT PLANT TOTAL PLANT OPERATOR

The City of Lima, Ohio is currently accepting resumes for the position of Total Plant Operator (Applier Level), Water Treatment Plant. Under direction, performs water supply and treatment functions; performs emergency functions; maintains personal and professional competence and awareness; establishes and maintains external relationships.

Qualified candidates must possess the following: Completion of secondary education; possess a Class I, II, or III Water Supply license and demonstrate a working knowledge in plant operations. Maintain OEPA operational laboratory chemical certification.

Starting Pay Range: 14A – 22E \$19.93 to \$28.12 hourly

Interested individuals should submit a resume, to:

Lima Civil Service Board
c/o Debra S. Vobbe
202 E. High Street
RTA Building—Second Floor
Lima, OH 45801

For consideration, resumes must be received no later than Friday, April 10, 2020 at 4:00 p.m.

THE CITY OF LIMA, OHIO IS AN EQUAL OPPORTUNITY EMPLOYER

**CLASSIFICATION SPECIFICATION
CITY OF LIMA**

**An Equal Opportunity Employer
1 OF 3 Total Plant Operations Specialist**

CLASS TITLE: Water Treatment TPO STATUS: Non-exempt CODE: 405, 406 & 407

JOB RESPONSIBILITIES: In addition to the following, performs other related duties as required. Under direction, performs water supply and treatment functions; performs emergency functions; maintains personal and professional competence and awareness; establishes and maintains external relationships.

QUALIFICATIONS: The training, education and work experience which indicates possession of the knowledge, skills and abilities listed below. The minimum acceptable qualifications for this position are: Completion of secondary education, obtain a Water Supply License within two (2) years and possess a valid Ohio driver's license. Unlicensed candidates must pass a valid written math screening assessment.

Learner: Obtain an OEPA operational laboratory chemical certification. Demonstrate knowledge of at least 1 skill set as defined in Attachment 1. Successfully complete the Basic Water course as offered by the Operator Training Committee of Ohio.

Applier: Possesses and maintains a Class I, II or III Water Supply license and demonstrate a working knowledge in plant operations and 1-3 skill sets as defined in Attachment 1. Maintain OEPA operational laboratory chemical certification.

Mentor: Possesses and maintains a Class III Water Supply license and demonstrates advanced knowledge of plant operations and at least one Level II skill set and at least two other skill sets as defined in Attachment 1. Maintain OEPA operational laboratory chemical certification.

ILLUSTRATIVE DUTIES: The following duties are intended to depict tasks performed by this classification:

1. Perform water treatment functions such as monitoring chemical feeds and adjusting as necessary, filling hoppers and bins, monitoring plant and distribution flows to maintain appropriate water reserves, backwashing filters, monitoring sludge levels in clarifiers and adjusting draw-offs, monitor various steps of the treatment process using SCADA system.
2. Operate electric and diesel high and low service pumps. Periodically check pumping equipment for motor heat, bearing wear, adequacy of lubricants, wiring, water glands and packing, ampere readings, air pressure and priming systems etc.
3. Perform various laboratory analyses and interpret results to adjust the treatment process. Assists in research, analysis and corrective action regarding problems and improvements in the treatment process or system.
4. Operates various vehicles and equipment to perform building and grounds maintenance at the plant

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and at the reservoirs such as clearing, mowing, felling trees, trimming grass, brush, removing snow, hand excavation, and painting.

5. Perform various routine equipment maintenance functions such as lubrication, oil changes, tank cleaning and other maintenance tasks based on training and ability.
6. Operate various construction equipment such as backhoes, skid loaders, dump trucks, bucket trucks and tractors.
7. Understand and follow all safety procedures.
8. Assist utility customers in a competent and professional manner.
9. Maintain personal and professional competence and awareness.
10. Obtain educational contact hours necessary for re-certification.

KNOWLEDGE, SKILLS AND ABILITIES necessary to perform duties (* indicates developed after employment)

Knowledge of emergency planning; organizational policies and procedures; delegation; water treatment plant operating procedures; chemistry; water supply, filtration, softening and pumping equipment operation and repair; laboratory procedures; safety practices and procedures; supervision.

Skill in computer operation, vehicle operation, equipment operation and maintenance.

Ability to communicate effectively; recognize unusual or threatening conditions and take appropriate action; deal with many variables and determine specific action; use proper research methods to gather data; use higher mathematics; carry out detailed but basic written or oral instructions; define problems, collect data, establish facts and draw valid conclusions; perform heavy manual labor; copy records precisely without error. Ability to exert up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Essential Functions of the job include: reading, climbing, balancing, stooping, standing, walking, pushing, pulling, talking and hearing. Visual acuity to perform an activity such as preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection; using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.

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Work environment includes: outside environmental conditions with no effective protection from the weather. Activities occur inside and outside. Seasonal exposure to temperatures below 32 F for periods of more than one hour. Seasonal exposure to temperatures above 100 F for period of more than one hour. Noise at a level that may cause the worker to shout in order to be heard. Physical work environment includes proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and high places, exposure to high heat or exposure to chemicals. Atmospheric conditions include fumes, odors, dust, mists, gases or poor ventilation.

EQUIPMENT OPERATED: Computer, laboratory equipment (e.g. ph meter, turbidimeter, etc.), water plant pumps, equipment, tractors, dump trucks, mowers, skid loaders etc...

LICENSURE OR CERTIFICATION REQUIREMENTS: Maintain all licenses and certifications as listed under qualifications.

Civil Service Board approval date _____ July 9, 2009 _____

Council Ordinance # _____