



respect - Communication - Integrity - Teamwork - family

Wastewater Treatment System Operator IV

DEPARTMENT/DIVISION: Public Works/Wastewater

GRADE: 8

GROUP: AFSCME

FLSA STATUS: Non Exempt

EFFECTIVE DATE: July 1, 2011

SUMMARY

This position is responsible for the continuous operation and maintenance of the treatment plants and allied facilities, on an assigned shift. Duties involve continuous inspection, laboratory process control and evaluation of the complete treatment plant operation to ensure correct, efficient plant performance. General supervision and guidelines are received from the supervisor and the Division Manager, and work is performed in accordance with established procedure; however, the incumbent must be technically competent to make necessary adjustments in the operation when unusual or emergency conditions arise.

EXAMPLES OF DUTIES

Duties may include but are not limited to the following:

Demonstrates a high level of knowledge related to wastewater plant systems and equipment to ascertain that it is in proper operation at all times, making required adjustments when necessary.

Collects and stores samples, and performs routine laboratory analysis.

Reports and discusses operating problems, equipment, and maintenance with supervisor.

Reports and orders supplies and repair parts necessary for maintaining operations.

Keeps operating records and prepares required reports.

Reads and logs meter, gauge, and dial readings.

Operates, maintains, and performs minor repairs to pumps, motors and equipment.

Keeps all equipment and buildings clean; performs a variety of routine custodial tasks, as assigned.

May direct others' work when working in a Lead Person capacity.

SUPERVISORY RESPONSIBILITIES

This is a non-supervisory position.

PRE-EMPLOYMENT

Job offers for this position are contingent on the individual passing a pre-employment drug screen.

QUALIFICATION REQUIREMENTS

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 qualified individuals with disabilities to perform the essential functions.

Education/Certification:

High school education or GED equivalent plus 10 years' experience or combination of post high school education. Must possess a State of Oregon Wastewater Plant Operator Grade Level IV Certification. Must be able to demonstrate through application all knowledge required of the grade IV certification, as outlined by the State of Oregon Administrative Rules, Department of Environmental Quality. Must possess and maintain a valid Oregon Driver's License.

Language Skills:

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

Mathematical Skills:

Ability to add, subtract, multiply, and divide using whole numbers.

Reasoning Ability:

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Other Skills and Abilities:

Requires excellent knowledge of modern wastewater treatment plant principles, operating practices and equipment.

Ability to study, understand, and develop plant operating and maintenance manuals and perform required services.

Ability to keep accurate records and reports.

Must display good judgment and dependability.

Desire for advancement in wastewater field related to plant administrative and management functions. This can include when assigned.

Review completion and signatory certification of National Pollutant Discharge Elimination System (NPDES) discharge monitoring reports.

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 the job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee frequently is required to climb or balance. The employee is occasionally required to sit.

The employee must regularly lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the 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 qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and fumes or airborne particles. The employee is regularly exposed to extreme heat and vibration.

An employee in this position must withstand exposure to variable weather conditions.

The noise level in the work environment is usually moderate to loud.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

