



Water/Wastewater Plant Operator 3

Category: Classified
Pay Grade: C27
Job Code: 17194

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

JOB SUMMARY

Performs advanced technical or supervisory work and will perform all duties of this classification as needed; performs water or wastewater treatment plant operations, monitoring, maintenance, and/or repair of pumps, motors, treatment systems, generators, and related support systems, lift stations and switch gear, flow meters and chemical feed systems and overhead cranes, and collection and processing of a variety of samples; may be required to perform in different but specific assigned areas from project to project, as operational needs and skills match.

ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)

- Plans, assigns, and reviews the efforts of assigned, subordinate personnel;
- Coordinates with maintenance personnel and other utility company personnel to resolve plant, lift station, or reclaimed water operations problems;
- Assists in the preparation and administration of section's operational budget;
- Responds to requests for information and complaints from the public within area of operations in order to resolve complaints or provide information;
- Ensures that adequate amounts and types of equipment, materials, and chemicals are available for safe and efficient systems operations;
- Ensures efficient plant processes and reclaimed water operations, utilizing SCADA and WonderWare and/or other specialized software systems to ensure efficient operations and makes adjustments and/or dispatches crews to correct malfunctions and maximize efficiency;
- Initiates and monitors emergency bypass pumping;
- Collects and processes a variety of samples;
- Prepares and submits Department of Environmental Protection (DEP) monthly operating reports;
- Prepares various in-house operating reports;
- Operates emergency generators;
- Performs data reporting, assembly, evaluation and archiving;
- Performs facility housekeeping;
- Reviews plans for construction or modification of facilities;
- Assists in the design and installation of control panels;
- Provides customer service and promotes positive public relations;
- Loads and unloads trucks;
- Performs other related job duties as assigned.

QUALIFICATIONS

Education and Experience:

Must possess a high school diploma or its equivalent and at least three (3) years of experience in the performance of process control including the performance of operational control tests and evaluation and interpretation of the test results, preparation of plant process control reports, logs, or records, analysis and disposal or distribution of the plant product and the residuals from the treatment process, and control of the hydraulic system and necessary chemical adjustments, water distribution system operation and maintenance, sample collection and analysis, electronic surveillance system monitoring, and plant maintenance, and team leader, supervisory, or leadership training; or an equivalent combination of education, training, and/or experience.

Special Qualifications (May be required depending on area of assignment):

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- A Florida Department of Environmental Protection (DEP) Water or Wastewater Plant Operator Class "B" or higher license as set forth in Florida Administrative Code Chapter 62-602, DEP describing Water or Domestic Wastewater Treatment Plant Operators and Water Distribution System Operators license requirements.
- Candidate to acquire and maintain certification in designated areas according to area of assignment.
- Other knowledge, skills, abilities, and credentials required for a specific position.

Knowledge, Skills and Abilities:

- Knowledge of the functions and servicing requirements of water or wastewater plant; machinery and the process involved in the treatment and pumping;
- Knowledge of the capabilities and limitations of electronic computers and instrumentation and the role they perform in water production, treatment, and distribution, or wastewater collection and treatment;
- Knowledge of basic chemistry tests and related mathematics;
- Knowledge of the functions and processes of computer control and interface systems;
- Ability to apply computer applications and software;
- Ability to read meters and charts accurately, as well as to document shift operations;
- Ability to supervise subordinate staff;
- Ability to plan, manage, and supervise an entire plant location/operation with subordinate teams and ongoing projects related to potable water and/or wastewater treatment systems operations;
- Ability to manage personnel, budget, short-term and long-term scheduling, and administrative systems;
- Ability to display, view, and interpret digital and analog data/signals from a computer system, make adjustments to production/distribution/collection/treatment systems as necessary, input follow up data into the computer system, and generate required reports.

PHYSICAL/MENTAL DEMANDS

The work is heavy work which requires exerting 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. Additionally, the following physical abilities are required:

- **Balancing:** Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- **Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- **Crawling:** Moving about on hands and knees or hands and feet.
- **Crouching:** Bending the body downward and forward by bending leg and spine.
- **Feeling:** Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.

- Fingering: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping: Applying pressure to an object with the fingers and palm.
- Handling: Picking, holding, or otherwise working, primarily with the whole hand.
- Kneeling: Bending legs at knee to come to a rest on knee or knees.
- Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Visual ability: sufficient to effectively operate office equipment including copier, computer, etc.; and to read and write reports, correspondence, instructions, etc.
- Hearing ability: sufficient to hold a conversation with other individuals both in person and over a telephone; and to hear recording on transcription device.
- Speaking ability: sufficient to communicate effectively with other individuals in person and over a telephone.
- Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
- Talking: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Standing: Particularly for sustained periods of time.
- Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

WORKING CONDITIONS

Work is performed in an environment with heavy equipment and machinery that could result in bodily harm to co-workers or others.