



*Invites your interest for the position of*

## **Wastewater Treatment Operator I**

*Salary Range: \$57,054 - \$84,656*



## **THE OPPORTUNITY**

The Wastewater Treatment Operator I, under the direct supervision of the Chief Plant Operator, performs a variety of duties involved in the operation of a wastewater treatment and recycled water plant, and, pump station equipment and facilities. Positions at this level usually perform most of the duties required at the Wastewater Treatment Operator II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Exceptions or changes in procedures are explained in detail as they arise.

### **Job Functions**

- ◆ Conduct inspections of wastewater treatment/recycled water plant and pump station equipment according to established procedures and schedules.
- ◆ Read, record, and calculate readings of meters and gauges; change flow meter charts; make process adjustments according to information gathered, samples taken, readings and records.
- ◆ Check pumps, motors, generators, and other equipment for proper operation.
- ◆ Perform scheduled preventative maintenance and cleaning of dry/wet wells, tanks, pumps, valves, and other equipment.
- ◆ Adjust and monitor the addition of chemicals to wastewater/recycled water treatment processes; make routine tests of effluent.
- ◆ Remove blockages; replace worn parts; remove parts to be machined by outside vendors; reassemble equipment.
- ◆ Paint equipment and buildings; sweep and wash floors, walls and paved areas; kill and remove weeds; trim plants; pick up debris; water and maintain landscaped areas.
- ◆ Notify appropriate staff of electrical and instrumentation malfunctions; assist in requested repairs to motors and equipment.
- ◆ Fuel generators.
- ◆ Maintain records and logs; complete reports as necessary.
- ◆ Observe safety precautions regarding wastewater treatment plant operations.
- ◆ Operate a variety of vehicles, tools, and equipment used in the operation of the wastewater treatment/recycled water plant.

## Requirements and other Qualifications

- ◆ Basic materials, methods, and practices used in the operation of wastewater treatment facilities and water recycling facilities and equipment.
- ◆ Basic principles of record keeping.
- ◆ Basic mathematical principles.
- ◆ Safe driving principles and practices to operate motor vehicles safely.
- ◆ Ability to learn to operate a wide variety of equipment and tools used in wastewater/recycled water treatment plant and pump station operation in a safe and effective manner.
- ◆ Perform manual labor for extended periods of time in all types of weather.
- ◆ Understand and follow oral and written instructions.
- ◆ Prepare and maintain accurate and complete records.
- ◆ Perform accurate mathematical calculations.
- ◆ Communicate clearly and concisely, both orally and in writing.
- ◆ Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

## Education and Experience

High School Diploma or GED required in addition to:

- ◆ One-year experience in the operation of a wastewater treatment plant.
- ◆ Experience in the operation of pumps, valves, engines, and motors.

## APPLICATION PROCESS

To apply for this opportunity, please visit [www.sejpa.org](http://www.sejpa.org) to download an application. Please then send a cover letter, resumé, and signed application by email to Abigail Schlenk at [schlenka@sejpa.org](mailto:schlenka@sejpa.org). Questions regarding this opportunity, can also be sent by email to Abigail Schlenk.

