

WATER AND WASTEWATER SYSTEMS OPERATOR

Characteristics of the Class, General Nature of Work:

This is a responsible position involving a variety of activities associated with assisting the system Superintendent in the operation and maintenance of the Town's water and wastewater treatment facilities, collection and distribution systems. Work will involve duties on weekends and evenings.

Supervision and Performance:

Employees in this classification work under the direct supervision of the Water and Wastewater Superintendent with performance being evaluated on results achieved.

Examples of Work:

The following examples are illustrative of the duties assigned to positions of this class. No attempt has been made to be exhaustive in this listing.

- Assists Superintendent in the efficient operation of the water and wastewater systems according to NPDS or other relevant permit requirements and operating standards.

Wastewater system

- Performs on-going maintenance of equipment and facilities according to prescribed procedures and schedules as required by Operating and Maintenance Manual(s). Includes, but not limited to, grit chamber and separator, head works and comminutor, wet well, various pump maintenance, settling tanks and clarifiers, aerators, sludge press, centrifuge, etc.
- Conducts daily inspection of all sewage pump stations and records pump data.
- Performs laboratory sampling and analysis as directed according to prescribed timetables and procedures. Includes but not limited to, chlorine residue, pH, suspended solids, settled solids, dissolved oxygen, etc.
- Adjusts chemicals used in plant in accordance with standards for operation, including but not limited to, polymers, chlorine, etc.
- Maintains and records maintenance and sampling records as required by Operations and Maintenance Manual(s) and State permit requirements.

Water System

- Conducts water system testing to include but not limited to total chlorine residual and fluoride readings.
- Performs required sampling for Maximum and Secondary Contamination Levels (MCL's) as required.
- Conducts required periodic hydrant flushing and maintenance as determined by system schedule.
- Makes a daily inspection of Pearl Street pump station and other wells or pump stations to include chlorine and fluoride feeds, telemetry, pump performance, etc. Records data as required.
- Compiles data for monthly water system and wastewater system reports.
- Inspects and repairs reservoir systems.
- Conducts monthly water meter readings.

Maintenance

- Responds to and assists in the evaluation and resolution of complaints of blocked sewer lines, broken water or sewer lines, plugged manholes, broken meters, etc.
- Repairs collection and distribution systems as required including but not limited to manholes, collection and distribution mains, valves, hydrants, curb stops, connections.
- Responds to messages from water, wastewater, landfill failure systems and conducts repairs within capability.
- Conducts weekend monitoring of flow levels and chlorine at Pearl Street pump station, chlorine residual tests and phosphate analysis of water supply as assigned on duty roster.
- Conducts weekend monitoring and required testing of WWTF and pump stations as well as required laboratory testing as assigned on duty roster.
- Coordinates with supervisor for use of highway staff and equipment necessary to repair below ground systems.

Other

- Conducts required testing and repairs or notifies superintendent of problems with landfill leachate pumps, methane burners, etc.

- Coordinates leachate removal as required.
- Performs other related work as required or assigned to include but not limited to snow removal, buildings and grounds maintenance, and assistance to other departments.

Required Knowledge, Skills, and Abilities

- Knowledge of operating practices/procedures used in the treatment of raw sewage
- Operation and maintenance of sewage treatment facilities and collection systems
- Knowledge of water systems operation and maintenance.
- Considerable skill in the application of the principles of sewage treatment and water system facilities maintenance
- Ability to exercise independent judgment and to utilize independent problem solving techniques in the performance of assigned duties
- Aptitude for dealing with the public

Training and Experience

The following standards express the minimum background of training and experience desirable as evidence of an applicant's ability to qualify for positions of this class. Other training or experience, if evaluated as equivalent, may qualify the applicant for the position.

- High School diploma or GED.
- Three years related work experience in public or private water system and wastewater system
- Possession of Vermont Water System Distribution Certification at Class 3 level.
- Possession of Vermont Wastewater System Certification at Class 2 level.
- Provisional certificates will initially be accepted but employee must pass requisite examinations for full certification within two years in order to receive step increases.
- Possession of current valid Vermont driver's license.

Physical Abilities

Must be able to

Lift 50 pounds
Stoop, kneel, crawl, walk, and stand
Reach, lift, and use hands and fingers
Talk and hear
Read and interpret technical manuals

Work Environment

Loud noise occasionally; indoors and out door work in all weather and seasons, both heat and cold

This position is non-exempt.

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