



CLASSIFICATION NO. 797

Revised: 8/78, 7/94, 5/15

FLSA: Non-Exempt

EEO: 7

## **WASTEWATER PLANT OPERATOR 2**

### **CLASS CHARACTERISTICS**

Under direction, to operate wastewater treatment plant equipment; to plan, monitor, evaluate and adjust the treatment process; to participate as a member of a self directed work team overseeing plant operations; and to do other work as required.

### **DISTINGUISHING CHARACTERISTICS**

Water Environment Services manages and operates the County's utility service districts, including sewage facilities, collection systems, pumping stations, treatment plants and surface water management.

The Wastewater Plant Operator 2 is responsible for the operation of the plant process, plant equipment, plant records, minor maintenance and process laboratory analysis in a wastewater treatment plant. Incumbents also participate in work planning, training, problem solving, and budgeting as part of a self directed work team.

The Wastewater Plant Operator 2 differs from the Wastewater Plant Operator 1 which cleans and monitors plant equipment and instruments, but does not have responsibility for modifying plant operations to comply with permit specifications.

### **TYPICAL TASKS**

Duties may include but are not limited to the following:

1. Oversees, coordinates, and assists with planning of special and capital improvement projects; analyzes and resolves work problems; coordinates operations with other teams and personnel within and outside of the Department; participates in budget development for projects and general operations.
2. Participates in personnel administration for plant operations; facilitates team participation in work activities; plans, develops, and presents training and development programs for Department personnel; makes recommendations on personnel actions, such as hiring, training and development and performance evaluations.
3. Operates and maintains up to five wastewater treatment plants using technology driven processes; initiates and suspends plant processes and associated equipment; operates primary, secondary, and solids handling processes; conducts daily inspection of equipment and facilities; identifies and corrects minor malfunctions; coordinates with maintenance staff for more extensive repairs.

4. Monitors, troubleshoots, and diagnoses equipment malfunctions; unclogs pumps as needed; performs preventative maintenance tasks; assists mechanics as needed.
5. Predicts, plans, and prepares for wet weather situations requiring changes in flow management procedures; provides backup support to other treatment facilities.
6. Maintains plant operations within established legal, environmental and departmental standards; handles chemicals and adjusts dose requirements in various stages of treatments; monitors gauges, charts, graphs, instrumentation, biosolids blanket depths, temperatures, volumes and other parameters that affect plant efficiency and permit compliance.
7. Collects liquid and solid waste samples; performs and interprets routine laboratory analysis; runs process control tests and makes adjustments in treatment processes as indicated by test results.
8. Maintains daily operational logs; enters data into computer programs; prepares documentation and operating reports for Federal and state agencies, consultants and County personnel.
9. Serves as project or team leader on various assignments; plans, schedules and assigns work to other team members; monitors the work of contracted services; trains and leads the work of lower level operators and new and temporary employees; provides group safety training; demonstrates safe working practices in the field.
10. Provides public and customer service support to County operations and other municipalities; responds to complaints and inquiries; conducts facility tours and public information meetings; answers technical questions and explains wastewater collection and processing systems.

## **REQUIRED KNOWLEDGE AND SKILLS**

Working knowledge of: Basic principles and practices of personnel management, budgeting, purchasing and contract administration; principles and concepts of self directed work teams, machinery, equipment, materials and practices used in the operation and maintenance of primary, secondary and advanced wastewater treatment facilities; Federal and state laws, regulations and permit requirements regarding wastewater treatment; standard processes and chemicals used in testing and treating wastewater and sewage samples; occupational hazards and safety precautions at a wastewater treatment facility; basic maintenance practices related to treatment plant equipment and machinery; mechanical operation of sewage treatment equipment; computer software applications and programmable logic controllers used in plant operations.

Skill to: Coordinate completion of projects within established budget and time guidelines; incorporate team participation in decision making; promote individual agreement and group consensus on issues and problems; communicate effectively, both orally and in writing; identify treatment process deficiencies and implement appropriate corrective action; safely and efficiently operate all wastewater treatment plant equipment; diagnose equipment malfunctions and take or recommend appropriate corrective action; conduct routine tests of wastewater and sewage samples; make accurate readings and keep accurate operational records; train and direct the work of plant operations personnel; establish and maintain effective working

relationships with the public, contractors, government agencies and other County employees; provide technical assistance to other plant personnel; provide tours and explain wastewater treatment processes to school and community groups.

### **WORKING CONDITIONS**

Duties require physical labor, including walking, reaching, squatting, kneeling, bending, balancing, climbing, shoveling, fine motor control, and ability to lift up to 50 pounds, carry, and push/pull up to 70 pounds. Duties also involve exposure to bacteria, viruses and toxins in wastewater, chemicals, exhaust fumes and dust, loud noises, and vibration. Some duties involve exposure to adverse weather conditions and hazardous locations, such as streets, live sewers, confined underground areas and on elevated platforms.

Incumbents may perform after-hours emergency response on a call-out basis.

### **MINIMUM QUALIFICATIONS**

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

**Experience:** None required.

**Licenses/Certifications:**

The following licensure/certifications are required at the time of hire.

- Certification by the State of Oregon as a Wastewater Treatment Operator 3.

### **PRE-EMPLOYMENT REQUIREMENTS**

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

### **OTHER INFORMATION**

The Wastewater Plant Operator series is part of a promotional career path within Water Environment Services Department. Incumbents in the Wastewater Plant Operator 1 classification will be promoted to the Wastewater Plant Operator 2 classification upon satisfactory completion of an approved training and development plan. Possession of the required knowledge, skills and abilities at the higher level must be documented in an approved promotional evaluation.

Edited: 6/16