

Class Title: Water Plant Press Operator

Department: Water Plant

Supervisor: Water Plant Supervisor

Class Characteristics: Under general direction, assumes responsible charge of the daily operation and maintenance of the water plant press; performs related work as required.

General Duties and Responsibilities:

Essential:

1. Responsible charge of the operation and maintenance of the water plant press, including start-up and shut-down, involving collection of samples in compliance with established procedures and standards and federal, state and local laws, administrative regulations and ordinances.
2. Monitors all aspects of the press for unusual conditions or problems.
3. Keep track of daily logs and paperwork with the press.
4. Maintain sludge basin's decanting water, maintain pumps and any other maintenance required.
5. Adds chemicals to press in accordance with prescribed standards.
6. Prepares and maintains accurate reports/records.
7. Keep EQ basins clean and pumps in operation.
8. Services and performs preventative maintenance programs on plant and equipment; makes minor repairs and/or adjustments on plant and equipment; forwards requests for major repairs and/or equipment and tools to superiors.
9. Keep Basins at water plant cleaned and on a routine schedule.
10. Assists with minor construction projects.
11. Keep all trash out of every basin and out from water plant area that is fenced in.
12. Assists with maintenance and cleanliness of plant and grounds.
13. Driving truck to dump sludge at its designed area.

Non-essential: None.

MINIMUM QUALIFICATIONS

Training and Experience: Graduation from high school or equivalent supplemented by work experience

Special Knowledge, Skills and Abilities:

Knowledge:

1. Extensive knowledge of water plant operations.
2. Extensive knowledge of federal, state and local laws and administrative regulations pertaining to water treatment.
3. Extensive knowledge of function, servicing and maintenance requirements of mechanical equipment and machinery.
4. Knowledge of and ability to comply with safety standards.
5. Knowledge of mechanics, electrical, chemistry, physics, mathematics and engineering.
6. Knowledge of computers and related software programs.

Abilities:

1. Ability to detect mechanical flaws and make minor repairs to plant and equipment.
2. Ability to maintain preventative maintenance and servicing program.

3. Ability to prepare and maintain accurate reports.
4. Ability to maintain inventory of chemicals, spare parts and tools.
5. Ability to establish and maintain effective working relationships with customers, officers, employees, and the general public.
6. Physical ability to perform heavy labor for extended periods of time, often under adverse weather conditions.

ADDITIONAL REQUIREMENTS

Instructions: Instructions are somewhat general; many aspects are covered specifically, but must use some of own judgment.

Processes: Must occasionally consider different courses of action, or deviate from standard operating procedures, to get the job done.

Review of Work: Work is reviewed if requested; completed work may be spot checked.

Analytical Requirements: Assignments frequently involve decisions based on a wide knowledge of many factors where application of advanced or technical concepts is required.

Physical Demands of the Job: Work requires sitting at desk with intermittent standing, walking, stooping; must lift objects over 100 pounds; some work is performed outdoors regardless of weather conditions; must operate vehicle and equipment; required to be in high places, confined spaces, and using stairs and ladders; exposed to fumes, chemicals and toxic substances.

Tools and/or Equipment Used: Vehicles and motorized equipment, including mowers, fork lift, hoist; mechanical tools and equipment (hand tools, power tools, etc.); pumps and motors; valves and generators; laboratory equipment, normal office equipment (phone, computer, calculator, etc.)

Contacts: Occasional contacts with the public and employees or supervisors from other departments.

Confidential Information: Limited use of confidential information.

Mental Effort: Moderate/heavy.

Interruptions: Few.

Special Licensing Requirements: Must possess and maintain a valid driver's license.

Certification Requirements: None.

Overtime Provision: Non-exempt