
****THIS CLASSIFICATION INCLUDES PAY INCREASE OPPORTUNITIES - OUTLINED BELOW****

PURPOSE OF THE CLASSIFICATION: Under general supervision performs advanced technical tasks in the operation and maintenance of a water or wastewater treatment plant initiating process changes, performing advanced troubleshooting, and participating in capital asset management efforts to provide quality water and wastewater services at a cost consistent with sound management practices; and, performs other related assigned duties.

ESSENTIAL TASKS:

- Operates mechanical, electrical, electronic, chemical, or other process equipment, including belt filter presses, pumps, lab equipment, chemical feeders, valves, power washers, fire hoses, disinfection equipment, and Supervisory Control and Data Acquisition (SCADA) system
- Performs routine maintenance including calibrating equipment, and monitors plant processes both locally and remotely via SCADA systems
- Collects water or wastewater samples from various plant processes and analyzes water samples on specialized laboratory equipment and/or submits samples to the Quality Assurance/Quality Control (QA/QC) laboratory
- Performs jar tests and mathematical calculations, determines optimum chemical dosages, and recommends changes necessary to maintain compliance with regulatory requirements
- Maintains and cleans facilities, grounds, and vehicles, including, but not limited to sweeping floors, emptying trash, and washing floors
- Receives and assists in unloading hazardous chemicals in bulk quantities
- Documents plant data, readings, and operational records, including preparing corrective maintenance work orders for equipment failure
- Assists in safety and on-the-job training programs
- Investigates unusual results, and participates in problem-solving efforts
- Makes complex process changes, coordinates with stopping and starting of processes as needed to ensure treatment objectives and regulatory requirements are met
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet one of the following options or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128:

1. (a) Graduation from high school or possession of a General Education Development Certificate (GED); **or**
(b) Completion of thirty (30) hours from an accredited college or university; **or**
(c) Or completion of the equivalent to thirty (30) hours from an accredited college or university using courses listed in the Approved Educational Equivalent Credits document for substitution; **and,**
(d) One (1) year as a Treatment Plant Operator III or one (1) year of equivalent experience relevant to the essential tasks listed in this job description.
(e) Refer to the Treatment Plant Operator Progression Criterion Document for additional requirements.

PAY INCREASE OPPORTUNITY

This position is part of a progression family and is eligible for increases within the progression. More information can be found [here](#).

Knowledge, Abilities and Skills:

Knowledge of:

- Comprehensive knowledge of the processes, techniques, and methods involved in water or wastewater treatment
- Comprehensive knowledge of the chemicals and biological processes involved in water or wastewater treatment
- Considerable knowledge and understanding of the functions and operating principles of mechanical equipment such as filters, pumps, motors, mixers, and other equipment used in a water or wastewater treatment plant
- Comprehensive knowledge of computer operating systems, related software applications, and the Supervisory Control and Data Acquisition (SCADA) system used to control treatment plant operations, and good knowledge of applicable regulations

Ability to:

- Ability to coordinate and perform on-the-job training
- Ability to act as shift lead and give clear and concise instructions
- Ability to diagnose, troubleshoot, determine root cause, and anticipate problems
- Ability to react promptly, efficiently, and professionally to resolve problems in emergency situations
- Ability to analyze data to implement necessary changes, and to prepare records and reports
- Ability to maintain knowledge of latest applicable methods and standards related to the job function
- Ability to understand and influence the behavior of internal and external stakeholders to achieve job objectives and cause action or understanding

Physical Requirements: Physical requirements include frequent walking, standing, balancing, bending, handling, feeling, climbing, talking, smelling, and twisting; occasional reaching, kneeling, and crawling; and vision, speech, and hearing sufficient to perform essential tasks.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Heavy Work (in some positions): 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.

Licenses and Certificates: Must be in possession of the following:

- Possession of a valid Class "D" Oklahoma Driver's license.
- A valid Class "B" Commercial Driver's License (CDL) within ninety (90) days of hire date (*Wastewater employees only*)
- A Class "B" Water/Wastewater Operator certification issued by the Oklahoma Department of Environmental Quality (ODEQ)

- Hazardous Waste Operations and Emergency Response (HAZWOPER) 40-hour technician certification required at time of hire (*Water employees only*)

WORKING ENVIRONMENT: Working environment is primarily outdoors, occasionally indoors and in inclement weather in a posted Department of Homeland Security facility, on a 24/7/365 basis. May be exposed to the following: hazardous chemicals, high voltage electrical equipment, heights, flammable liquids, traffic, cramped work areas, excessive dust, weather/temperature extremes, rough terrains, cutting/chipping/grinding, hazardous/toxic atmosphere, sewage, damp/wet surfaces, snow/ice covered surfaces, snake and insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, confined spaces, compressed gases, high noises, oily surfaces, and refuse/garbage/litter.

EEO Code: N-07

Group: Labor and Trades

Series: Equipment and Plant Operations