

**TOWN OF SPRING CITY**  
**WASTEWATER PLANT OPERATOR**

**DEFINITION**

The Wastewater Plant Operator is under the general supervision of the Wastewater Plant Supervisor. The Wastewater Plant Operator is responsible for the proper running of the wastewater treatment plant as directed by the State of Tennessee and the Wastewater Plant Supervisor and is responsible for the technical aspects of plant operations, compliance with state and federal operating regulations, and underground sewer system. Instructions to the employee are general and the employee must routinely use independent judgment when performing tasks.

**ESSENTIAL FUNCTIONS OF THE JOB**

- Operates, monitors, and troubleshoots the wastewater treatment facility and its processes
- Performs all aspects of sampling, monitoring, and testing required to maintain state and federal compliance
- Assists with installation and inspection of new sewer lines and services
- Performs the installation, maintenance, and repair of the physical plant and pump stations
- Acts as wastewater representative during Wastewater Plant supervisors absence
- Assists in the performance of regular and unscheduled maintenance and repairs on all plant equipment and machinery
- Conducts the necessary weekend checks of the wastewater treatment plant, as needed
- Performs daily checks of the wastewater treatment process and periodic checks pump stations
- Performs all work to Occupational Safety and Health Act regulations
- Maintains open communications with the Wastewater Plant Supervisor regarding the treatment process and pump stations operations and malfunctions, as well as make recommendations for the repairs and improvements to these systems
- Operates lab equipment
- Inventories, orders, and stores chemicals
- Keeps accurate and complete records on various aspects of wastewater treatment
- Maintains a safe work environment
- Performs regular preventative maintenance on various types of equipment
- Performs general water plant maintenance and housekeeping
- Keeps informed of regulations of local, state, and federal government as it applies to wastewater treatment
- Performs other duties as directed

**INTERACT EFFECTIVELY WITH TOWN EMPLOYEES:**

- Facilitates and works within a "team oriented" environment, being an effective team member.
- Supports other Staff in the development and implementation of goals, objectives, policies, or priorities.

- Assists Wastewater System Operator and/or Town Administrator in other related projects, as assigned.
- Handles confidential information with tact and discretion.

### **REQUIRED KNOWLEDGE AND ABILITIES**

- Working knowledge of the operation, methods, and procedures of the wastewater treatment plant to include type of defects and repair methods applicable to pumps, chlorinators, feeders, and other plant equipment.
- Working knowledge of the machinery used for wastewater treatment and pumping stations.
- Knowledge of chemistry and laboratory equipment and procedures.
- Working knowledge of basic machinery preventative maintenance and repair to include the ability to diagnose and correct equipment malfunction
- Knowledge of safety factors and hazards in handling sewage and wastewater treatment equipment.
- Basic knowledge of local, state and federal regulations governing wastewater treatment, discharges and worker's safety.
- Ability to keep routine operational records and make reports.
- Ability to perform bacteriological tests as required by state and federal regulations, to keep records and prepare clear and concise reports of wastewater operations.
- Ability to understand and follow moderately complex written and oral instructions, read, write legibly and make accurate arithmetic calculations.

### **MINIMUM QUALIFICATIONS:**

- High School Diploma or equivalent.
- Must possess a valid Tennessee driver's license.
- Must have 12 months of operating experience at a Grade I wastewater treatment plant.
- Prefer a valid Tennessee Grade II Wastewater Treatment Plant Operator license.

### **SPECIAL DEMANDS:**

- This is a hourly position and must have the ability and willingness to be on-call should it be necessary
- Will be required to use various types of laboratory equipment used in during the wastewater treatment process
- Will typically works indoors in an office environment. However sometimes work is performed outdoors regardless of the weather
- Required to lift heavy objects weighing more than 25 pounds
- May be exposed to high places, dangerous machinery and its moving parts, sharp tools, fumes, chemicals and/or toxic substances