

**WASTEWATER TREATMENT PLANT OPERATOR 3**

Department: Planning and Public Works
Job Class #: 955600
Pay Range: Maintenance/Trades 38

FLSA: Non-Exempt
Represented: No

Classification descriptions are intended to present a descriptive list of the range of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

GENERAL FUNCTION: This is technical, skilled work in the operation and maintenance of a wastewater treatment plant and related facilities. The Operator 3 is responsible for proper and safe operation of treatment plant equipment and processes used in stabilizing solids, and ensuring a safe effluent for receiving waters.

SERIES CONCEPT: The Wastewater Treatment Plant Operator 3 is the third level in the operator series. This position is expected to supervise, train, and instruct lower level Plant Operators.

ESSENTIAL FUNCTIONS:

- Perform tests such as centrifuge spins, dissolved air readings, pH, Settleometer and suspended solids, calculate solids inventory, and determine the condition of solids in the activated sludge process.
- Conduct laboratory analysis tests for required N.P.D.E.S. tests, such as biochemical oxygen demand (BOD), suspended solids, fecal coli form, volatile acids, alkalinity, ammonias and nitrates. Determine whether the results of such tests are normal for the respective treatment processes in use and make adjustments where necessary.
- Perform routine inspections of all treatment plant equipment for proper operation. Note and report any irregularities.
- Perform preventative and corrective maintenance as assigned.
- Operate and monitor the centrifuges and related equipment, making any needed adjustments to polymer feed or sludge feed to ensure highest level of solids removal.
- Operate the Fertilizer Manufacturing Facility (FMF) and its related equipment under the direction of the FMF supervisor. Use recommended parameters set by the FMF supervisor to maintain proper product quality. Monitor the process and respond to alarms and take corrective action. Maintain a process log book and process run sheets.
- Operate gravity belt thickener and belt presses units used in thickening of waste activated sludge and raw sludge before pumping to digesters to reduce heat requirements and increase detention time for proper stabilization of sludge. Involves start-up, monitoring and shut down of gravity belt thickeners and belt presses.
- Supervise Operator 1's and 2's to ensure that all duties and assigned tasks are completed in a safe and timely manner.
- Maintain log of operations and records meter and gauge readings.
- Collect sewage samples using dipper or bottle and conduct laboratory tests, using testing equipment.
- Monitor SCADA computers and respond to alarms. Adjust valves to regulate flow of sewage. Observe variations in operating conditions and interpret meter and gauge readings and test results.
- Complete computer data entry such as laboratory, process and flow data. Review and interpret data for correctness and process control.
- Use safe working practices in the performance of duties. Ensure proper safety practices are used by all operators.

WASTEWATER TREATMENT PLANT OPERATOR 3

Classification Description – Pierce County

Page 2

ESSENTIAL FUNCTIONS: (continued)

- Effectively persuade, inform, educate, train, solicit information, motivate and direct a wide variety of individuals or groups.
- Establish and maintain effective working relationships with County officials, employees and the general public.
- Maintain regular, predictable and punctual attendance during regularly scheduled work hours at assigned worksite.
- Work a flexible schedule, which may include evenings, weekends, holidays and overtime.
- Assign work to a specific unit and ensure tasks are completed correctly and timely.
- May approve leave requests and work schedules.
- Provide input on performance evaluations.
- Meet travel requirements of the position.
- Perform the physical requirements of the position; work within the established working conditions of the position.

OTHER JOB FUNCTIONS:

- Conduct plant tours or explains operations of facilities to visitors as assigned.
- Perform other related duties as required.

SUPERVISION RECEIVED AND EXERCISED: An employee in this class works under the general supervision of the Chief Plant Operator who observes work through on-site walk-through and conferences to evaluate results obtained. Work is performed with relative independence and judgment with initiative required to meet plant operating requirements and process abnormalities. This class leads, provides direction and guidance to lower level plant operators.

WORK ENVIRONMENT: The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of the position. Incumbents may perform assigned work in a variety of inside and outside climates and conditions, with exposure to weather. Work may include potentially hazardous conditions, such as slippery floors, working from heights or depths of up to 30 feet, in confined spaces, or on difficult terrain, and may include exposure to chemicals, gases and fumes.

PHYSICAL REQUIREMENTS: The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions. Physical activities required are hand and finger dexterity necessary to operate equipment used in the position, talking, seeing and hearing. Must have the capability to enter and exit confined spaces with a diameter of twenty-four (24) inches. Walking, sitting, bending/stooping, climbing and descending ladders, pushing/pulling and unassisted lifting associated with the job duties is required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Control processes, procedures and equipment associated with a complex secondary wastewater treatment plant with minimum guidance and assistance.
- Safety regulations and emergency aid response when dealing with deadly gases, fumes and equipment.

WASTEWATER TREATMENT PLANT OPERATOR 3

Classification Description – Pierce County

Page 3

KNOWLEDGE, SKILLS, AND ABILITIES: (continued)

Skill in:

- Use and operation of personal computer and SCADA computerized plant operating system.

Ability to:

- Read and understand O & M manuals, process or equipment plans or descriptions.
- Supervise, train, and instruct lower level Plant Operators.
- Organize and follow a plan of operation and maintenance of a treatment plant by exercising independent judgment and initiative.
- Work independently with little or no supervision.
- Work a flexible schedule, which may include evenings, weekends, holidays and overtime.
- Understand and follow written and verbal instructions.
- Work effectively and productively with others.
- Communicate effectively verbally and in writing to audiences of various social, cultural, ethnic, educational and economic backgrounds.
- Effectively coordinate, perform and complete multiple duties and assignments concurrently and in a timely manner.
- Plan, assign, and coordinate work of co-workers.
- Meet the travel requirements of the position, if any.
- Physically perform the essential job functions of the classification.

MINIMUM REQUIREMENTS TO APPLY: High school graduation and a minimum of two (2) years of continuing education at a trade school or community college in wastewater treatment processes is required. At least four (4) years of work experience with demonstrated progressive knowledge of treatment plant operations is required.

SPECIAL REQUIREMENTS AND/OR QUALIFICATIONS: A valid Washington State driver's license may be required when travel is required of the position. Must possess a valid Group III Operator's Certification as required by the State of Washington. Must have the capability to enter and exit confined spaces with a diameter of twenty-four (24) inches. Satisfactory physical condition, as evidenced by a county approved physical examination, may be required prior to appointment to the position.