

CITY OF MORTON

DEPARTMENT: Public Works Department
TITLE: Wastewater Treatment Plant Operator
REPORTS TO: Public Works Superintendent

POSITION PURPOSE:

Performs professional work in planning, organizing, directing, and maintaining the wastewater utility and grounds.

ESSENTIAL DUTIES:

- A. Wastewater Treatment Plant
 1. Responsible to Department of Ecology for all accurate record keeping and reports (monthly, quarterly and yearly)
 2. Works with Public Works Supt. to prepare yearly sewer budget.
 3. Maintains all pumps, valves, and lab equipment.
 4. Daily lab procedures—NPDES for wastewater discharge permit.
 - a. PH
 - b. Temperature
 - c. Flow
 - d. Acids
 - e. Solids
 - f. Cl₂ T
 5. Maintain Certified Lab Accreditation
 6. Try to maintain a non-offensive odor
 7. Maintain records
 8. Maintain grounds
 9. Monthly, yearly biosolids, labs and reports

- B. Required to work weekend on a rotation basis with other public works Department staff for routine maintenance and testing at Wastewater

Treatment Plant and Water Treatment Plant, including occasional operations of the Water Treatment Plant.

C. Other Duties as assigned by the Superintendent.

PERIPHERAL DUTIES:

1. Keep accurate and complete reports
2. May perform work outside of classification
3. Maintain a friendly and understanding attitude with the general Public

SKILLS AND ABILITIES:

Ability to operate hand and power tools.

Ability to operate heavy equipment – backhoe, excavator, dump truck, skid steer, etc.

Ability to perform ever-changing lab procedures.

Ability to read blueprints and electrical diagrams.

Ability to repair or replace equipment that fails.

Working knowledge of chemistry, (lab procedures)

Ability to write reports to obtain necessary permits as mandated by DOE, DOH or EPA.

WORKING CONDITIONS:

Must be able to lift and move items weighing up to 50 lbs.

Must willing to work outdoors in inclement weather.

Must be able to work well with other members of the Public Works Crew.

MINIMUM QUALIFICATIONS:

Group II Wastewater Certification

High school diploma or GED

Possess a valid Washington State Driver's License.

Ability to remain insured under city's insurance carrier.

JOB DESCRIPTION RECEIVED:

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as needed, including work in other functional areas to cover absences or relief, to equalize peak work periods, or to otherwise balance the work load.

Employee	Date	Department Head	Date
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