



# CITY OF DAWSONVILLE

## TREATMENT PLANT OPERATOR I

UT/5  
Non-Exempt  
505 Enterprise

### JOB SUMMARY

Monitors the activities of operations or maintenance of the water distribution and wastewater collection systems; and assists in both areas to meet operational compliance goals. In general charge of the day-to-day operation of the City's public water supply system, and is responsible for the quality of the treated water.

### MAJOR DUTIES

- Monitors effluent water flow to make certain that all State and Federal guidelines are met; provides reports to the Treatment System Manager of the plant.
- Monitors and checks the work and performance of the operators. Directs the work of subordinate personnel.
- Makes chemical, operating, maintenance, or laboratory procedure changes when appropriate.
- Responds to emergencies such as pump failures, equipment breakdown, turbid water conditions, and malfunction of rate controllers, chlorinators, and feeding equipment.
- Maintains list and routinely informs personnel of equipment problems as necessary. Directs and works with personnel to resolve equipment problems as experience allows. Records, updates, and maintains records for property equipment and operational performance.
- Maintains company vehicle, assuring all preventative and routine maintenance is completed.
- Employee is subject to work weekends, different shifts, and subject to recall during emergencies.
- Performs other related duties as required.

### KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the practices, principles, and supervisory techniques associated with Water Treatment Plants.
- Knowledge of the chemistry, characteristics, and treatment techniques of water.
- Knowledge of laboratory equipment, procedures, and processes involved in processing raw water into potable water.
- Knowledge of safety procedures and practices.
- Knowledge of State and Federal regulations regarding water treatment and purification.
- Knowledge of water works operation and maintenance.
- Knowledge of mathematical formulas, and the ability to calculate the amounts of chemicals needed to purify water.
- Knowledge of the safety precautions used in chemical analysis.
- Knowledge of maintenance records applied to Plant operations.
- Ability to read and interpret charts.
- Ability to perform routine and emergency maintenance.
- Ability to establish and maintain effective working relationships with employees.
- Ability to communicate clearly and effectively, both orally and in writing.
- Ability to work a changing shift schedule.

### SUPERVISORY CONTROLS

The Crew Chief assigns work in terms of general instructions. Review of work through performance evaluations, reports, and observation of department activities. Completed work spot-checked for

compliance with procedures, accuracy, and the nature and propriety of the final results.

## GUIDELINES

Guidelines include the City Charter, Code of Ordinances, policies and procedures, state and federal law, EPD guidelines, Corps of Engineers standards, and Federal Emergency Management Agency guidelines. These guidelines require judgment, selection and interpretation in application. This position develops department guidelines.

## COMPLEXITY/SCOPE OF WORK

- The work consists of, but is not limited to, implementing all facets of operation of the water and waste water treatment system and facilities.
- The purpose of this position is to maintain the integrity and the efficiency of the water and waste water treatment system. Success in this position contributes to the effectiveness and quality of the city water supply.

## CONTACTS

- Contacts are typically with co-workers, other city personnel, vendors, and the general public.
- Contacts are typically to give or exchange information, to resolve problems, or to provide services.

## PHYSICAL DEMANDS/ WORK ENVIRONMENT

- Must be able to lift 50 pounds.
- Work in high noise environments.
- Climb ladders and work in elevations of 50 feet.
- Work under adverse weather conditions.
- Work in high noise environments.
- Work in areas where chemicals are used in process.
- Work near moving mechanical parts.
- Materials and equipment used:

Pickup Truck	Lug Wrench	Various Hand Tools	Gauges
Pull Rod	Two Way Radio	Power Tools	Excavator
Loaders	Testing Meters	Mowing Machines	Data Loggers
Compressor	pH Meters	Spectrophotometer	Fluoride Meter
Feeders	Chlorinators	Color Comparator	Turbidity Meters
Chlorine Detectors	Calculator	Thermometers	Scott Air Packs
Flocculator	Lab Equipment	SCADA System	Computer

## SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

## MINIMUM QUALIFICATIONS

- High School Diploma or GED.
- Five years' experience in Utility construction.
- Any equivalent combination of education and experience which provides the minimum level of qualifications stated above.

## LICENSES AND CERTIFICATIONS

- Valid Georgia Driver's License and a satisfactory Motor Vehicle Record (MVR)
- Class III Georgia Water Operator License or ability to obtain
- Class III Georgia Wastewater Treatment Operator License or ability to obtain
- Due to the safety-sensitive nature of this position, incumbents will be subject to random drug testing.

### **SALARY RANGE**

Based on level of qualifications and experience.