

# **OSCEOLA WATER WORKS**

## **WATER PLANT OPERATOR**

### **FUNCTION:**

Under the general supervision of the Water Works Foreman and/or the Water Superintendent, controls and operates all appurtenances necessary to produce high quality and adequate quantity of water to meet system demands economically. The Water Plant Operator will be assigned primarily to the Water Treatment Plant as an operator but will be required to work in the Water Distribution System as needed.

### **PRINCIPAL DUTIES AND RESPONSIBILITIES:**

- Controls and operates all pumps and appurtenances via the control panel/computer, and by physically monitoring the pumps, and greasing the fitting
- Monitors the treatment process including performing required IDNR lab analysis and reviewing lab test results
- Calculates desired water quality results and helps determine appropriate chemical feed rates
- Records data for IDNR reporting purposes
- Monitors and acknowledges alarms, and makes appropriate communication contacts in emergency situations through use of telephone
- Operates, adjusts, and maintains all equipment
- Maintains filter performance and backwashes filters
- Collects and analyzes water samples
- Makes necessary adjustments to maintain desired pH
- Utilizes laboratory analysis to determine and verify coagulant, chlorine, and other chemical dosages
- Makes periodic inspections of clarifier basins, filters, pumps, chemical feed systems, and process equipment
- Performs general maintenance and lubrication on process equipment
- Maintains equipment and chemical feed areas in a safe, clean, and orderly condition
- Performs general maintenance and clean-up of the plant and plant grounds
- Operates water treatment facilities to control disinfection and fluoridation at points of injection into the distribution system
- Collects samples of water from the distribution system for laboratory analysis
- Perform maintenance on pumps and motors
- Maintain work zone safety set up and traffic control functions
- Load and unload heavy objects and materials
- Clean tools and equipment after use and store in appropriate locations
- Operate equipment used for snow removal
- Provide assistance and support in City emergency situations
- Attend approved division related seminars and workshops to improve technical knowledge and abilities

- Attend safety training seminars
- Required to carry on-call phone as assigned
- Will be required to work a shift at the Water Treatment Plant as assigned
- Other duties as assigned by the Water Works Foreman and/or the Water Superintendent

### **QUALIFICATIONS:**

- Ability to understand and follow written and oral instructions
- Ability to establish and maintain effective working relationships with co-workers
- Ability to perform manual labor for extended periods under adverse weather conditions
- Must have a high school diploma or GED
- Demonstrated verbal, written, and mathematical skills
- Ability to perform basic laboratory analysis
- Ability to comply with shift rotation schedules
- Must obtain a Grade I water treatment certification within first 12 months of employment
- Must obtain an aquatic pesticide license within first 18 months of employment
- Must obtain a Grade II water treatment license within 48 months of hire

### **WORKING CONDITIONS:**

- Frequently required to perform duties during off-hour emergencies and weekends
- Works in field environment
- Climbs and walks over uneven terrain
- Performs outside work in all kinds of weather conditions
- Operates equipment having varying degrees of noise and vibration

### **PHYSICAL REQUIREMENTS:**

- Must be sighted
- Must be able to hear normal conversation
- Must be able to turn both hands and wrists above the head
- Must be able to kneel, squat, climb, walk, lie on a creeper and work overhead
- May be required to stoop, walk, and lift 75 pounds
- Must be able to step up 12 to 18 inches into employer's equipment
- Must be able to move up and down ladders and stairs
- Must be able to lift, move and use a jackhammer
- Must be insurable

All the above duties and responsibilities are essential job functions subject to reasonable accommodation. All job requirements listed indicate the minimum level of knowledge, skills, and/or ability deemed necessary to perform the job duties, responsibilities, or requirements. Job descriptions in no way state or imply that the description includes every duty to be performed by the employee in the position. The Osceola Water Board reserves the right to change, modify or combine duties and positions when it is deemed to be in the best interests of the department.

