

**CITY OF GONZALES
POSITION DESCRIPTION**

TITLE: Water Plant Operator I
DEPARTMENT: Water

JOB CODE: Full-Time
FLSA: Non Exempt

SUMMARY: This is a skilled craft position responsible for operating and maintaining the City's water treatment plant. Tests and processes the municipal water supply and records related data daily. Has little or no regular contact with the public. Some independent judgment required. This position directly reports to the Chief Water and Wastewater Plant Operator for supervision.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbent(s) in this position. Incumbent(s) may not be required to perform all duties in this description and incumbent(s) may be required to perform position-related tasks other than those specifically listed in this description.

Essential Job Functions:

- Operate and maintain chemical feeders, pumps, and other machinery used to process city's water supply.
- Clean and maintain filters daily.
- Perform routine hourly water testing (Ph, Alkalinity, Chlorides, Turbidity, Fluoride, and Hardness).
- Monitor plant water and chemical meters and incoming and outgoing water flow throughout the day adjust chemical additive levels and water flow as needed.
- Log testing results and related information hourly.
- Mow and weed eat Standpipes and Water Plant Grounds.
- Clean and maintain plant, structures, and grounds.
- Unload and distribute supplies needed for water treatment.
- Read, interpret, and update flow meter charts daily.
- Collect samples and perform tests relating to waste management (e.g. settlometer, centrifuge, dissolved oxygen, PH, chlorine, and sludge blanket).
- Prepare daily reports from data gained through waste management testing.
- Process sludge from wastewater by adding appropriate amounts of polymer, running it onto belt press to dry.
- Remove sludge using sludge truck to haul to beneficial land use site.
- Maintain plant grounds as required using lawn mower, weed eater and chainsaw.
- Clean and maintain indoor facilities (sweep, mop and perform minor repairs).
- Brush clarifiers and clean UV lamps weekly.
- Daily check bar screen and RAS, WAS, lift station and piranha pumps and clean if needed.
- Is responsible for pumps, feeders, meters, testing equipment and lawn maintenance equipment.
- Must observe all safety rules, report unsafe working conditions and Worker's Compensation injuries to Supervisor or Human Resources.
- Perform minor repairs if needed.
- Other duties as assigned.

Required Knowledge and Skills:

- Skill in providing excellent customer service to persons of all ages, regardless of social or economic backgrounds.
- Must follow daily routine to monitor plant operations, but works independently to complete required tasks.
- Errors could affect the health and well-being of the community, could result in monetary loss and could cause environmental damage.
- Performance could have a major impact on the environment and on health of public.
- Must be able to communicate with persons from all social groups including; co-workers, water-haulers, chemical delivery men, operators from surrounding areas and supervisors.

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- Obtains and records data daily but is not responsible for reporting of the data. Must maintain daily timesheet, overtime authorization forms, work logs and calibration logs.
- Must refer to technical manuals, state regulations, diagrams and charts and maintenance manuals. Must know how to respond in situations that stress the plant's capabilities (i.e. excessively muddy incoming water at peak water use time and pump failures).

Required Education, Experience and Certificates:

- High School Diploma or equivalent.
- Basic waste water course as soon as possible, safety courses and lab courses highly recommended.
- Valid class C, Class B CDL within 1 year.
- State requirement: Class D Water and Class D Waste Water License within 1year; Class C license within 2 1/2 years.
- Mathematic understanding is required.

Environmental Factors and Conditions/Physical Requirements:

- Work takes place inside and outside in all types of weather. Must be able to work day, night and weekend shifts.
- Some hazards exist which could result in injury or death. Works with chemicals, with mechanized equipment, and around open basins.
- May be subject to repetitive motion such as bending, reaching and lifting (up to 50lbs.).

Equipment and Tools Utilized:

- Equipment and tools utilized may include City vehicle, backhoe, front-end loader, dump truck, bobcat, jet sewer cleaner machine, fork lift, tractor/rotor cycle, skill saw, tapping machine, jigsaw and other maintenance related tools and equipment.