

# **WATER AND WASTEWATER TREATMENT PLANT OPERATOR**

**61555**

**(Competitive)**

## **DISTINGUISHING FEATURES OF THE CLASS**

The work involves responsibility for the complete and actual operation of a water and/or wastewater treatment plant as well as for directing and maintaining the operation of a water distribution system of moderate size in a municipal village. Positions in this class exist only in the Village of Marcellus, Village of Skaneateles or the Village of Jordan.

An employee in this class has responsible charge for the performance of active regular on-site operational functions of a public water distribution system and is accountable for the piping system used to deliver potable water to the consumer's service connection. The employee is also the person in responsible charge of the operation and performance of active regular on-site operation functions at a wastewater treatment plant and depending on assignment, at a water treatment plant. Inefficient operation could endanger the health of the community. Employees in this class work largely independently with general direction received from the Village Board and State regulatory agencies. Supervision may be exercised over lower ranking employees. Does related work as required.

## **TYPICAL WORK ACTIVITIES**

### **WHEN PERFORMING WASTEWATER OR WATER TREATMENT PLANT TASKS**

Makes daily inspection of plant machinery and equipment to insure proper functioning.  
Participates in or oversees minor repairs and adjustments to plant machinery.  
Starts, stops and regulates pumps, motors, air compressors and related machinery and equipment.  
Record readings from meters, gauges and scales.  
Regulates and adjusts chlorinators.  
Treats and disposes of sludge.  
Washes filter beds and settling basins where necessary.  
Takes samples of water and wastewater for testing.  
Make necessary tests for control of plant operations.  
Assists in the instruction of trainees.  
Keeps a log of plant operations and related records.  
May perform custodial duties in connection with maintenance of structures and grounds.

### **WHEN PERFORMING WATER DISTRIBUTION TASKS**

Directs, coordinates and maintains the technical maintenance of a municipal water system.  
Collects or supervises the collection of water samples throughout the system for testing and analysis by the Onondaga County Health Laboratory as required by the Public Health Law and standards.  
Monitors water tanks, water levels and accompanying pumping stations; repairs leaky or noisy meters; and performs all other technical work as required.  
May maintain and update the mapping and location system for all water mains and shut off valves in the system.  
May repair or supervise the repair of water main leaks.  
May deal with customers, contractors, other utilities and various engineers on matters concerning water pressures and flows; water system sources; prices for meters; and chlorine count and fluoride count (where applicable).  
May prepare and maintain the operating budget for the water distribution district as directed and approved by the administrative Supervisor or Board.  
May perform or supervise the billing function inclusive of meter reading and/or the accounting, billing and payment procedures.

## **FULL PERFORMANCE KNOWLEDGES, SKILLS ABILITIES AND PERSONAL CHARACTERISTICS**

Good knowledge of the practices used and the equipment required in the operation and maintenance of a Type A or Type B wastewater treatment plant and/or a Type B water treatment plant.  
Good knowledge of the technical operation of a municipal water distribution system.  
Working knowledge of the principals, practices, materials, and equipment used in a water distribution system.  
Working knowledge of the principles and applications of physics, chemistry and bacteriology as they relate to water purification and wastewater treatment and disposal.  
Skill in the operation and repair of pumps, valves and related mechanical and electrical equipment.  
Ability to understand and carry out oral and written instructions.  
Ability to make routine laboratory and field tests for control or plant operation.  
Ability to read, understand and record data from gauges, scales and meters.  
Mechanical aptitude.

## MINIMUM QUALIFICATIONS

When Employed by the Village of Jordan or Village of Skaneateles:

Possession of a current Grade 2 Certificate from the New York State Department of Environmental Conservation and a current Grade D Certificate from the New York State Department of Health.

When Employed by The Village of Marcellus:

Possession of a current Grade 2A Certificate from the New York State Department of Environmental Conservation and a current Grade IIB water operator certificate and a current Grade D Certificate from the New York State Department of Health.

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