

## **PORTAGE COUNTY Water Resources**

**TITLE:** Wastewater Treatment Plant Operator – Regional Facilities

**JOB OBJECTIVES:** Perform responsibly and appropriately the duties of plant operation, maintenance, repair, control of processes, systems, and equipment inclusive with the Regional Wastewater Facilities and their connecting infrastructure as assigned.

### **ESSENTIAL JOB FUNCTIONS:**

- Utilize all appropriate resources for timely, safe, and effective work progression. Resources include: associates, tools, computers, equipment, parts, supplies, lubricants, manuals, texts, design data, records, plan-sheets, etc.
- Understand and follow work practices that support personal and operational safety. Maintain operating systems within designated limits and performance ratings.
- Record data from charts, meters, graphs, instruments and daily operations into formatted records and journals.
- Troubleshoot failures with equipment, controls, and treatment processes using appropriate resources to identify and resolve problems.
- Assist in performing mechanical, electrical, signal, plumbing, HVAC repairs and service.
- Perform work from ladders and various powered man-lifts. Work within confined spaces utilizing appropriate procedures, devices, and personal protective gear.
- Perform a wide range of maintenance and repair services throughout the facilities including their grounds and structures in accordance with needs, defined schedules, and other requirements.
- Understand sampling schedules, techniques, and preservation. Perform laboratory analysis, maintain records, and interpret results.
- Perform cleaning, painting, scrubbing, washing, hosing, sweeping and related housekeeping tasks to maintain the appearance and general upkeep of the facility overall.
- Support and cooperate with other staff, technicians, and associates to elicit necessary outcomes.
- Lift, move, load and unload freight, materials and wastes using tow motor and loaders.
- Demonstrate regular and predictable attendance.
- Operate a motor vehicle as needed to perform the essential functions.

### **NON-ESSENTIAL JOB FUNCTIONS:**

Performs related Essential and Non-Essential functions as needed.

### **I. JOB REQUIREMENTS:**

**Equipment:** Properly operate and utilize the following: automobile, mobile man lifts, tow-motor, tracked and articulating loaders tracked hydraulic excavators, heavy duty brush cutting implements, lawn care equipment - sprayers, chain saws; pressure washers, electric powered drills, grinders, saws, hammers, welders, hand, hydraulic and pneumatic tools, ladders, pumps, hoists, generators, diagnostic and laboratory test instruments.

**Critical Skills / Expertise:**

- Knowledge of safety practices and Ohio and Federal environmental laws and regulations.
- Knowledge of County and departmental policies and procedures.
- Ability to use word processing and spreadsheet applications.
- Knowledge of wastewater treatment processes and plant operations.
- Ability to read and understand technical manuals, mechanical drawings, parts and electrical schematics.
- Knowledge of procedures for sampling, sample preservation, laboratory practices, and chemical analysis.
- Ability to adjoin group assignments and work equally, cooperatively and productively with associates.
- Ability to present a respectful image and conduct in all matters of public interaction.
- Ability to accept overtime assignments, i.e., extension-of-workday, weekend, holiday, emergency call-out.

**Job Standards:**

High School education or G.E.D. is required. Employee must possess and maintain an Ohio EPA Wastewater Certification as an O.I.T or Operator I, II, or III. Must have a minimum valid Ohio Class A Commercial Driver's License driver's license with air brake and tank truck endorsements and maintain continuing eligibility under the existing County driver eligibility standards.

**II. DIFFICULTY OF WORK**

Work involves moderately complex, relatively standardized tasks, processes, and operations following established laws and procedures.

**III. RESPONSIBILITY**

Supervisor and/or Chief Operator provides general guidance, support, and performance intervention as necessary to ensure employee's adherence with County policies and Water Resources standard methods, practices, and procedures. Employee works collaboratively with supervision, chief operator and others to meet facility operating requirements and objectives.

**IV. PERSONAL WORK RELATIONSHIPS**

Incumbent has contact with co-workers and the general public. Employee displays courteous, cooperative, and professional conduct with associates and community members.

**V. PHYSICAL EFFORT AND WORK ENVIRONMENT****Physical****Requirements:**

Employee's work includes various lifting requirements of occasionally up to one-hundred (100) pounds. Employee must have the strength and dexterity to properly and safely utilize vehicles, other powered apparatus, equipment, and tools.

**Physical Activity:**

Employee performs the following physical activities: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, driving and repetitive motions.

**Visual Activity:**

Employee performs work involving hand to eye coordination, color and depth perception, and peripheral sensory.

**Unusual Demands:**

On a rotational basis, employee will be called-out after hours to evaluate and correct

operational problems and will most often do so autonomously. Employee is routinely required to handle a variety of chemicals and other compounds.

**Job Location:**

Incumbent works inside and outside with exposure to temperatures that range from below 32 degrees to above 100 degrees for periods of more than one hour. Incumbent is occasionally exposed to hazards and atmospheric conditions. Incumbent may be required to use a respirator and air monitoring equipment.

Occasional work in extreme temperature and weather conditions is also necessary. Use of air monitoring instruments and personal protective equipment are task specific requirements.

Various sites throughout the county comprised of buildings, tanks, basins, filters, and channels. Walking, carrying items and climbing steps are daily requirements.