

**DIAMONDHEAD WATER AND SEWER DISTRICT
CLASS SPECIFICATION
WASTE WATER TREATMENT PLANT & PUMP STATION OPERATOR**

CLASS TITLE: WASTE WATER TREATMENT PLANT & PUMP STATION OPERATOR

DEFINITION

Under general supervision, to perform difficult and complex operations and maintenance functions for the District's waste water treatment plant, pump stations, water wells and related facilities; to provide training and assistance to other plant operators; and to perform other duties as required.

DISTINGUISHING CHARACTERISTICS

This is a single-position classification with day-to-day responsibility for the operation and maintenance of treatment plant, pumping stations and related facilities and equipment. Training and direction are provided to other waste water treatment plant operators.

TYPICAL TASKS

Duties may include, but are not limited to:

- Inspects, tests, performs preventive maintenance and provides fuel and oil for generators at treatment plant, pump stations, and District headquarters; inspects, maintains and repairs air compressors, motors, pumps and injectors at treatment plant and pump stations; maintains effective work procedures and effectively resolves on-the-job problems as they occur; and maintains an adequate inventory of supplies and materials; arranges for repair or replacement of equipment that cannot be repaired by District staff.
- Records and interprets data from flow meters, strip chart recorders, data loggers and the like; calculates dosages and meters chemicals to be injected; makes sure chemical pumps and lines are working correctly, conducts analytical tests to document and check dosage of chemicals, and adjusts to optimize efficiency; maintains computer and other reports on treatment plant operations; prepares daily and periodic reports.
- Responds to alarms and calls relating to treatment plant and pump station operations.
- Provides training and assistance to other treatment plant operators. Oversees and participates in periodic cleaning of tanks and filters. Oversees the cleaning and maintenance of treatment plant buildings and grounds.
- Responds to customer complaints or questions regarding water quality or chlorine taste.

EMPLOYMENT STANDARDS

Minimum Qualifications:

A combination of experience and education sufficient to obtain the license(s) specified below.

Knowledge of:

- Methods, materials, equipment, and tools used to operate, maintain, monitor and repair waste water treatment plant and related pump stations and equipment.
- Laws and regulations related to the treatment and transmission of safe drinking water.
- Safety practices required in water and waste water treatment operations.
- Regulations related to confined space entry requirements.

Ability to:

- Exercise good judgment, keep calm and make appropriate decisions in emergency situations and under pressure.
- Read, understand, interpret and apply regulations related to water and waste water treatment standards.
- Maintain treatment plants in accordance with permit requirements.
- Collect samples, perform laboratory analysis and mathematical calculations.
- Calculate dosages and meter chemicals to be injected.
- Evaluate and adjust the operational parameters of a plant to optimize efficiency.
- Maintain and repair a variety of pump station and treatment plant equipment, such as air compressors, injectors, valves, filters, generators, pumps, and motors.
- Make minor repairs to electrical and alarm equipment.
- Operate a computer to input, access and analyze data.
- Maintain records and prepare reports and correspondence.
- Establish effective working relationships.
- Estimate materials and equipment needs.
- Lift items up to 50 pounds.
- Drive and operate vehicles and equipment necessary for operating a treatment plant.
- Distinguish colors, such as color-coded wires or a chemical test.
- Hear and distinguish sounds, such as the voice of others in noisy environments or the sound of operating equipment.
- Perform tasks requiring strength, such as moving containers of chemicals, climbing ladders, and moving motors.
- Perform tasks requiring manual dexterity, such as calibrating equipment, assembling tools and equipment, and pouring chemicals.
- Work in low light conditions, such as in access holes or tunnels.

Required Licenses:

- Valid Grade 3 Waste Water Treatment Certificate issued by the State of Mississippi;
- Valid Class D Water Operator Certification.
- Valid Class R Mississippi State operator's license.

Special Working Conditions.

Exposure to: variable temperature and weather conditions; confined work spaces, such as being lowered into and performing work in access holes; heights, such as on ladders and storage tanks; high levels of noise; electrical hazards; dust; the possibility of experiencing burns, bodily injury and contact with toxic substances or chemical irritants; working alone in isolated areas. Availability to work irregular hours, including weekends and holidays, as well as respond to 24-hour alarm or emergency calls.

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Incumbent is expected to perform additional duties as may be assigned. Each incumbent may not necessarily perform all duties