

TREATMENT PLANT LEAD OPERATOR (WTP)

Position Code:

WC Code: 7520

FLSA Status: Non-Exempt

Pay Grade: 349 (\$35,964 - \$56,245)

Location: Public Services

Approval Date: 2011

General Statement of Duties

Provides skilled work in ensuring that water treatment facilities are operated in strict accordance with regulations and rules; providing safe drinking water for all customers and residents.

Duties and Responsibilities

Serves as Operator in Responsible Charge for designated Water Treatment Plant as assigned.

Serves as Water Treatment Plant Supervisor in absence of existing supervisor.

Responsible for examining and evaluating treatment plant process and making necessary changes.

Responsible for establishing standard operating procedures for which facility he/she is assigned.

Monitors the status of plant operations and distribution systems.

Maintains and submits State electronic monthly reports, and is responsible for completeness and accuracy.

Trains and instructs other operators in addressing more complex situations.

Troubleshoots operational problems.

Performs lab tests.

Answers and resolves customer questions and complaints.

Tracks inventory and is responsible for ordering supplies and chemicals as needed.

Performs other duties as requested.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

Advanced knowledge of the operating characteristics and maintenance requirement of water treatment plants.

Advanced knowledge of applicable federal, state, and local laws, ordinances, and permitting requirements.

Advanced knowledge of the occupational hazards of the work and of necessary safety precautions.

Advanced knowledge of standard laboratory test and procedures used in a water treatment plant.

Advanced knowledge of hydraulic, chemical and mechanical principles pertinent to water treatment plant operations.

Ability to detect flaws in the operation of mechanical equipment and to determine proper remedial measures.

Ability to conduct advanced laboratory tests.

Ability to understand and follow complex oral and written instructions.

Ability to establish and maintain effective working relationships with peers and superiors.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, reaching, walking, pushing, pulling, lifting, grasping, and hearing.

Must be able to perform medium work exerting up to 50 pounds of force occasionally; and/or up to 20 pounds of force frequently; and/or up to 10 pounds of force constantly to move objects.

Must possess the visual acuity to read gauges, dials and observe moving parts of machines, and to record and review written records.

Minimum Education and Experience

A Bachelor's Degree from an accredited college or university and three years of directly related experience; or an Associate's Degree from an accredited community college and five years of directly related experience; or a High School Diploma or GED and seven to nine years of directly related experience; or an equivalent combination of education and experience.

Special Requirements

NC Water Operator's Grade A Certificate