



Job Title	Wastewater Operator
Department	Public Works
Employment Status	Full-Time
Exempt/Nonexempt Status	Non-exempt

Scope of Work

This position is responsible for performing skilled work to operate and maintain the Town's pumping stations and wastewater treatment plant operations.

Supervision

Received	Plant Manager
Exercised	None

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function to satisfaction.

- Regularly tours and monitors the pumping stations and plant to check equipment; reports malfunctions and unsafe conditions.
- Records readings from meters and instruments to check functioning of equipment.
- Regulates and adjusts motors, pumps, engines, valves, and other apparatus to meet changing operating conditions.
- Collects samples of wastewater and sludge from the different treatment units for laboratory analysis.
- Cleans and services pumps, engines, motors, and other equipment.
- Makes repairs and/or reports defects to the Plant Manager.
- Paints, cleans, and performs other maintenance to buildings and grounds.
- Required to be "on-call" for response to alarms and emergencies.
- Performs simple laboratory tests relating to the operations of the plant.
- Performs work in tanks, confined spaces, and high locations.
- Sets up confined entry equipment and performs confined entries.
- Inspects and maintains safety equipment including all confined entry equipment and fall protection equipment.
- Serves as the back-up Chief Wastewater Operator and is in charge of all sewer pumping stations when the Operator is not available.
- Assists the Water Department with main breaks and water service leaks.

- Assists with testing backflow to keep the cross-connection program in compliance with Massachusetts DEP.
- Assists on the water service truck and in installing water meters.
- Provides effective and efficient customer service and promotes and maintains responsive community relations.
- Follows safe work practices.

Other Job Functions

- Performs related duties as assigned.

Requirements of Work

A high school diploma (or equivalent) is required along with at least 1 – 3 years of experience in mechanical operations related to wastewater treatment plant/pumping station operations or a related trade.

Knowledge, Ability, and Skill

In addition to the requirements of work, the individual should also have the following knowledge, abilities, and skills:

Knowledge of	• Operating characteristics and maintenance requirements of a wastewater treatment plant. • Hydraulic, chemical, and mechanical principles related to wastewater treatment plant operations. • The use of electrical meters, testers, and generators. • Hydraulics and pneumatics, lab work, and the use of heavy equipment. • Mechanical and electrical operations, welding, and plumbing. • Occupational hazards and the proper safety methods and procedures used to avoid or minimize risks. • The use of specialized equipment used in the maintenance and repair of WWTP lift stations. (e.g., HMI, GIS and SCADA). • The use of standard office equipment including computers and relevant software programs.
Ability to	• Understand and carry out instructions. • Work independently with minimal supervision. • Diagnose mechanical operations equipment problems and determine proper remedial measures. • Use plant monitoring and control software. • Make appropriate repairs to lift station equipment, buildings, and grounds. • Perform light to heavy physical tasks under varying weather conditions, and work in confined spaces (training provided). • Establish and maintain effective working relationships with contractors, supervisors, coworkers, and the general public.
Skill in	• Oral and written communications. • Troubleshooting and problem solving.

Necessary Special Requirements

Operator In Training OIT TI License; valid driver's license

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed both indoors and outdoors; hand-eye coordination is necessary to operate computers and various pieces of equipment. Specific vision abilities required by this job include close vision and the ability to adjust focus.
- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk, and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee is frequently required to bend, climb, balance, stoop, kneel, crouch, or crawl.
- The employee may frequently be exposed to adverse weather and other unpleasant conditions such as heat, cold, wetness and humidity, dim or bright lights, dust, odors, noise, vibrations, toxic agents, electrical currents and disease.
- The employee must occasionally lift and/or move up to 20-50 pounds, and sometimes lift 50+ pounds.

Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer