Job Description: WATER TREATMENT –OPERATOR IV

PAY GROUP: U11 **EEOC CATEGORY:** Skilled Craft

FLSA: Nonexempt

SUMMARY OF POSITION:

The SSLGC Water Treatment Operator IV position has advanced level responsibilities for monitoring equipment, operating equipment, recording data, collecting samples, and system process control in compliance with regulatory agency guidelines. SSLGC is a 24/7 operation. Our operators participate in a 12-hour compressed work week rotating schedule.

ORGANIZATIONAL RELATIONSHIPS:

1. Reports to: Water System Superintendent/Chief Operator

2. Directs: This is typically a non-supervisory position and works under limited supervision, however may direct other employees as assigned during on-call duty or during certain shift work.

3. Other: Has daily contact with other employees at the water or water treatment plant and occasional contact with the public.

EXAMPLES OF WORK:

Essential Duties*

1. Analyzes and monitors water treatment system processes, and identifies and implements advanced process adjustments to ensure optimum performance of plant.
2. Operates and maintains process equipment including but not limited to, preventative maintenance, repair, grounds keeping and general housekeeping.
3. Observes and inspects plant influent and effluent and all plant equipment at regular intervals, including, but not limited to, monitoring and maintaining proper water levels in storage tanks and/or overflow boxes.
4. Checks engines, generators, pumps, settling tanks, filters, chemical feed systems, and other equipment.
5. Records readings, changes charts, regulates and adjusts processes to meet changing operational needs.
6. Collects, preserves, and properly stores samples for laboratory analysis.
7. Participates in transmission water main maintenance by exercising system valves, monitoring the pipeline for leaks, and participating in shutdowns during repairs.
8. Responds to utility locate requests as needed.
9. Monitors and performs housekeeping duties to insure a safe working environment.
10. Performs advanced level process control measurements.
11. Lubricates, dismantles, and assembles parts and equipment.
12. Participates in the preparation of regulatory reports.

13. Performs troubleshooting, and preventive maintenance of a variety of equipment including pumps, piping and valves.
14. Performs advanced level mathematical calculations such as typically used in water treatment process control.
15. Conducts chemical tank changes with all associated safety procedures.
16. Assists in identifying maintenance requirements, developing preventive maintenance strategies and plans and performing root cause analysis of equipment failures, and makes recommendations based on findings.
17. Prepares daily logs of plant operations.
18. Establishes and maintains effective working relationships.
19. Assists in leading various special projects.
20. Conducts tours of the facility
21. Provides functional guidance and mentors other employees.
22. Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of and ability to: handle dangerous chemicals, such as chlorine gas, caustic soda, hydrofluorosilicic acid.

Demonstrated ability to: lift and maneuver up to 60 lbs.; frequently walk, climb, push, pull, bend, stoop, kneel, and work overhead in confined spaces, and in an environment with excessive noise levels.

Ability to: work rotating shifts; understand and follow detailed oral and written instructions; work under limited supervision; understand complex technical information; perform advanced level mathematical calculations; operate, maintain, and repair specialized equipment; and maintain appropriate occupational licenses, Texas driver's license applicable to job responsibilities, and ability to lawfully respond to an emergency from residence within 30 minutes.

ACCEPTABLE EXPERIENCE AND TRAINING:

High school graduation, or its equivalent with eight (8) years of experience;
or, a Bachelor's degree in chemistry, biology, engineering, microbiology, bacteriology or other similar discipline with five (5) years of experience in water treatment operations;
or, Master's degree in chemistry, biology, engineering, microbiology, bacteriology or other similar discipline with four (4) years of experience in water treatment operations

Acceptable Work Experience Substitution

Applicants with a High School diploma or equivalent may substitute up to two (2) year of experience with college hours or additional TCEQ approved water operator training.

- 32 semester hours of college or 40 additional hours of approved training for one year of work experience.
- 16 semester hours of college or 20 additional hours of approved training for six months of work experience.

CERTIFICATES AND LICENSES REQUIRED:

Must possess a Water Treatment Operator "A" license from the Texas Commission on Environmental Quality and a State of Texas Class C driver's license.

Must be able to obtain and maintain Cardio Pulmonary Resuscitation Certification.

PROMOTION:

Must meet all requirements of the position as described above. (Acceptable Work Experience Substitution as described above applies)

Must possess a Water Treatment Operator "A" license from the Texas Commission on Environmental Quality and a State of Texas Class C driver's license.

State of Texas Class B (commercial) driver's license is preferred.

Must have performance evaluation above expectations.

ADDITIONAL DUTIES/ TEAM LEAD (with commensurate compensation)

The Operator Team Lead Designation is initiated by the SSLGC General Manager and contingent upon consistent job performance by the designee(s). Each shift (12 hours of treatment operations) will have a designated Team Lead that, in additional to all enumerated responsibilities in the various Operator job descriptions, will also include:

· Overarching authority, in the absence of other SSLGC leadership, to direct and assign other operators on said shift

· Primary responsibility, in coordination with SSLGC leadership, to implement operational directives, prioritize operational objectives and utilize the Asset Management platform to document operational activities

· Communicate effectively with SSLGC leadership, other Team Leads, consultants and vendors to ensure a cohesive operational strategy

· Inculcation of SSLGC's operational precepts

· Assist the Water System Superintendent with relevant and pertinent information during personnel evaluation processes

The purpose of the Team Lead is to provide a definitive path of SSLGC leadership, to include daily operations. The designated Team Leads will rotate shifts between themselves, to ensure continuity. Team Leads serve to support SSLGC leadership. At the discretion of SSLGC leadership and in consultation with Human Resources, a Team Lead may have this designation

revoked. Otherwise, this designation will remain in effect until the designee resigns or retires. Only four (4) Team Lead positions (one per shift) are available.