

TREATMENT PLANT OPERATOR

The City of Port Arthur seeks a licensed Treatment Plant Operator to fill a vacancy in its Wastewater Treatment Plant to effectively supervise the operations, maintenance and staff of a wastewater treatment plant. Qualified applicants must possess a Class C, or higher, wastewater treatment certificate of competency issued by the Texas Commission on Environmental Quality (TCEQ, or its successor), and have the ability to obtain Class A certification.

Applicants must have a minimum of four years of experience in wastewater treatment plant operations and collection system maintenance, including two years supervisory experience. Possession of, or the ability to obtain a valid Texas Commercial Driver's License.

Salary ranging from \$41,086/yr. - \$51,215/yr. (DOE&Q) with an excellent fringe benefit package. For earliest consideration, interested applicants should submit an online application along with current water license(s). (Application may be accessed on the City's website- www.portarthur.net, click the Employment tab and Application link).

OR

A cover letter, resume, credentials, and a Disclosure & Release Form may be sent by mail, fax, or email, to:

CITY OF PORT ARTHUR
Attn: Human Resources
P.O. Box 1089
Port Arthur, TX 77641-1089
Fax: (409) 983-8282
Email: cheryl.gibbs@portarthurtx.gov

EEO/F/H/AA/RC/ADA/V

CITY OF PORT ARTHUR

JOB TITLE: TREATMENT PLANT OPERATOR EXEMPT _____

REPORTS TO: IMMEDIATE SUPERVISOR NON-EXEMPT _____

DEPARTMENT: UTILITY OPERATIONS DIVISION: PURIFICATION

DEFINITION:

To perform a variety of skilled technical duties and semi-skilled labor in the operation and maintenance of the City's water purification or wastewater treatment plants including monitoring gauges and valves, minor maintenance and collecting and evaluation various data.

DISTINGUISHING CHARACTERISTIC

This is the entry level class in the Treatment Plant Operator series. Positions in this class are normally filled by advancement from the Treatment Plant Operator Trainee class or when filled from the outside, require prior experience in the construction and maintenance of water/wastewater related facilities. All positions assigned to this class require the ability to work independently exercising judgment and initiative. Duties will normally require the ability to operate the full range of mechanical equipment related to a specific assignment.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Treatment Plant Supervisor.

EXAMPLES OF IMPORTANT RESPONSIBILITIES AND DUTIES

Essential and other important duties and responsibilities may include, but are not limited to, the following:

Essential duties and Responsibilities:

Operate treatment facilities to control flow and processing of wastewater, sludge and effluent; regularly monitor plant functions through reading gauges, graphs, meters, and control panels, and by performing and evaluating chemical tests.

Operate valves, gates, pumps, motors and generators in controlling treatment processes; perform routine maintenance work on valves and related equipment and facilities.

Operate dump trucks and other motor vehicles.

Make daily rounds of the plant performing a variety of duties pertaining to water or wastewater treatment and plant maintenance.

Observe variations in operating conditions by interpreting meter, gauge, and graph readings and test to determine processing requirements.

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Inform supervisors and co-workers of present and potential problems and hazards.

Collect water and wastewater samples; record results of testing as required.

Monitor chemical supplies; change chemical cylinders and storage drums as required.

Maintain logs and worksheets of plant operations; compile equipment readings and test results into hourly, daily, and monthly reports.

Maintain mental capacity which allows the capabilities to:

- exercise sound judgment and rational thinking under stressful circumstances
- evaluate various options and alternatives and choose an appropriate and reasonable course of action
- prepare complex policies and recommendations
- effectively supervise personnel
- operate effectively in an economically and culturally diverse environment

Maintain physical condition which will allow the capability to perform the following:

- running, walking, crawling, or standing for extended periods of time
- climbing stairs or ladders
- moving loads of approximately 25 - 50 pounds

Maintain effective audio-visual discrimination and perception for:

- making observations
- reading and writing
- operating necessary and assigned equipment
- communicating with others

Other Important Responsibilities and Duties:

May perform minor preventative maintenance including cleaning and lubricating plant equipment.

Make emergency repairs to plant equipment; record failures of and problems with equipment and write repair work orders.

Answer citizen inquiries and respond to complaints.

May participate in a variety of activities involving travel between various City facilities and properties and other related external business and government agencies which may

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- include transporting materials and debris.
- May coordinate plant operational activities in a variety of areas including digesters, primary and secondary clarifiers, generator, chlorine, sulfur dioxide and ammonia processes, belt press and chemical storage.
- Adjust plant operations to changing processing needs; mix and add chemicals as needed to maintain appropriate levels.
- Drain and inspect plant structures; clean tanks, screens, filters, drying beds, pipes, clarifiers and pumps.
- Calculate flow rates and calibrate valves and feeder systems.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Functions and purposes of water purification systems or wastewater disposal systems.
- Standard principles of biology, chemistry and mathematics as related to water purification or wastewater treatment.
- Basic mechanical and electrical systems.
- Safe work practice and operational and safety regulations pertaining to water purification or wastewater treatment.
- Principles and practices necessary in the operation of a water purification or wastewater treatment plant including the operation and maintenance of plant machinery.
- Hazardous gases associated with the treatment of wastewater.
- Modern techniques and developments, current literature and sources of information regarding water purification or wastewater treatment.
- Automated equipment as applied to treatment plant operation.

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Record keeping principles and basic report preparation techniques.

Ability to:

Operate and maintain water purification or wastewater treatment machinery and equipment.

Make routine repairs and adjustments to motors, pumps and other equipment.

Learn to read meters and gauges correctly and to respond quickly and competently.

Understand and carry out oral and written instructions and to prepare simple written reports.

Skillfully use tools necessary in making general repairs and adjustments to motors, pumps and other equipment.

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communicating with others.

Maintain mental capacity which allows the capability of:

- making sound decisions
- analyze and evaluate various data
- demonstrating intellectual capabilities.

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- walking, kneeling, stooping, standing or sitting for extended periods of time
- climbing ladders or stairs
- lifting and moving light materials
- operating assigned equipment.

Effectively deal with personal danger which may include exposure to:

- hazardous and toxic fumes and chemicals
- loud noises.

Maintain records and compile data into written reports.

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Recognize and react to treatment process changes and demands.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

One year of experience performing maintenance and routine operation duties in a water purification or wastewater treatment plant.

Training:

Must have completed the twelfth grade and possess a high school diploma or have a GED.

License or Certificate

Possession of a Grade C or higher wastewater or surface water treatment certificate of competency issued by the Texas Natural Resource Conservation Commission.

Possession of, or ability to obtain, an appropriate Texas Class B Commercial Driver's License (CDL).