



**WASTEWATER TREATMENT
PLANT OPERATOR**

Jurisdiction Class: Competitive
Civil Division: Village of Dundee
Adopted by PO: 1/8/2018

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility on an assigned shift for operating and maintaining a wastewater treatment plant utilizing an activated sludge process. The incumbent operates a variety of plant equipment and machinery and performs laboratory tests and other analyses relative to wastewater treatment processes. The work is performed under the general supervision of the Chief Wastewater Treatment Plant Operator with some leeway allowed for the exercise of independent judgment in planning and carrying out the details of the work. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates wastewater treatment plant equipment and machinery including belt presses, chlorinators, and sludge and effluent pumps;
Performs permit sampling on influent and effluent, records results and informs supervisor of adverse results;
Inspects plant equipment and machinery on a daily basis and performs basic maintenance and repairs;
Performs a variety of basic laboratory tests and other analyses including testing for chlorine levels, respiration rates and pH testing;
Performs basic repairs to plant equipment and machinery and performs scheduled and preventative maintenance on equipment and machinery;
Monitors meters and gauges and records readings;
Keeps a log of plant operations and related records;
Maintains inventory of equipment and machinery parts, bulk chemicals and other plant supplies and orders parts, chemicals and supplies as necessary;
Monitors sludge deliveries from other municipalities and treats and disposes of sludge;
Trains new plant operators as required;
May install and manage wastewater treatment systems including biological, mechanical and electrical systems;
Performs custodial duties in connection with the cleaning and maintenance of plant buildings and grounds;
Performs related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and practices involved in the operation and maintenance of a wastewater treatment plant;
Good knowledge of federal, state and local laws and regulations applicable to a wastewater treatment plant;
Working knowledge of the tools, equipment and terminology used in the maintenance and repair of wastewater treatment systems;
Working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal;
Skill in the operation and repair of pumps, valves and related mechanical and electrical equipment;
Ability to make routine laboratory and field tests for control of plant operations;
Ability to analyze and organize data and prepare records and reports;
Ability to understand and follow oral and written instructions;
Mechanical aptitude.

MINIMUM QUALIFICATIONS: Either;

- a) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an AAS degree in a New York State Department of Environmental Conservation approved curriculum; OR
- b) Graduation from a regionally accredited college or university or one accredited by the New York State Board of

Regents to grant degrees with an AAS degree, and eighteen (18) months operating experience at a wastewater treatment plant; OR

- c) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an AA degree with thirty (30) credit hours of math and/or science, and eighteen (18) months operating experience at a wastewater treatment plant; OR
- d) Graduation from high school or possession of a high school equivalency diploma and two (2) years' operating experience at a wastewater treatment plant; AND
- e) Satisfactory completion of an appropriate course of instruction approved by the Commissioner, Department of environmental Conservation and eighteen (18) months operating experience at an activated sludge wastewater treatment plant with a point score of 54 or greater, and the ability to perform necessary tests.

SPECIAL REQUIREMENT:

Possession of minimally a current Grade 2A Wastewater Treatment Plant Operator certificate issued by the New York State Department of Environmental Conservation at the time of appointment.