

City of Tecumseh
Job Description

Job Title: Water Treatment Plant Operator
Department: Water Treatment
Reports To: Water Treatment Plant Supervisor
FLSA Status: N
Prepared By: Human Resources
Prepared Date: 09/03/2014
Approved By: City Manager
Approved Date: 09/03/2014

Summary Controls treatment plant machines and equipment to purify and clarify water for human consumption and for industrial use by performing the following duties.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Operates and controls electric motors, pumps, and valves to regulate flow of raw water into treating plant.

Dumps specified amounts of chemicals such as chlorine, ammonia, and lime into water or adjusts automatic devices that admit specified amounts of chemicals into tanks to disinfect, deodorize, and clarify water.

Starts agitators to mix chemicals and allows impurities to settle to bottom of tank.

Turns valves to regulate water through filter beds to remove impurities. Pumps purified water into water mains.

Monitors panelboard and adjusts controls to regulate flow rates, loss of head pressure and water elevation, and distribution of water.

Cleans tanks and filter beds, using backwashing (reverse flow of water).

Repairs and lubricates machines and equipment.

Tests water samples to determine acidity, color, and impurities.

Records data such as residual content of chemicals, water turbidity, and water pressure.

Performs tasks associated with cleaning and maintaining buildings, grounds, and other equipment.

Supervisory Responsibilities: This job has no supervisory responsibilities.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

Language Skills: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability: Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Certificates, Licenses, Registrations: Must carry a State Class "D" Water Operator License at a minimum.

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.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; talk or hear and taste or smell. The employee is frequently required to stand; walk; climb or balance and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must regularly lift and /or move up to 25 pounds, frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles and toxic or caustic chemicals. The employee is frequently exposed to moving mechanical parts; outside weather conditions and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places and vibration. The noise level in the work environment is usually moderate.