CLASS TITLE: TREATMENT PLANT OPERATOR IV

PURPOSE OF THE CLASSIFICATION: Under general supervision performs senior level technical tasks in the operation and maintenance of a water or wastewater treatment plant and other related assigned duties.

ESSENTIAL TASKS:
- Operates stationary mechanical and electrical equipment, including pumps, chemical feeders, valves compressors, conveyors, clarifiers, control panels, engine generators, digester heat exchangers, electrical switch gears and computers
- Operates a variety of automotive and industrial equipment and in some positions operates tractor tankers/trailers
- Monitors and operates all plant equipment, calibrating select equipment
- Coordinates operations lab QA/QC for assigned shift within established guidelines
- Sets water, wastewater, sludge and other process pumping rates to meet demands
- Assists with work schedules to aid in ensuring proper staffing on assigned shift
- Monitors inventory and assists in preparation of purchase requests
- Coordinates on-site employee safety and general training programs for assigned shift, writing procedures and mentoring subordinates
- Coordinates housekeeping and ground maintenance activities for a shift of operators, temporary employees and contract employees
- Loads and unloads hazardous chemicals
- Prepares corrective maintenance work orders and coordinates preventative maintenance work performed by operators during some shifts
- Reviews all plant data generated and on some shifts enters data into computer and investigates unusual results, assisting with problem resolution
- May shut down plant operations if water or wastewater quality in question, coordinating shut-down/start-up operations, ensuring drinking water standards and complying with health and safety requirements or to protect biological processes at wastewater plants
- Acts as lead as needed
- Conducts plant tours

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:
Training and Experience: Graduation from high school or possession of a General Education Development (GED) Certificate, plus completion of forty (40) hours college accredited coursework to include math, science and/or computers, one (1) year experience as a Treatment Plant Operator III with the city of Tulsa or similar experience. Refer to the Treatment Plant Operator Progression Criterion Document for additional requirements.

Knowledge, Abilities, and Skills: Comprehensive knowledge of the processes, techniques and methods involved in water or wastewater treatment; comprehensive knowledge of the chemicals used in water or wastewater treatment; considerable knowledge and understanding of the functions and operating principles of mechanical equipment such as filters, pumps, motors, mixers and other equipment used in a water or wastewater treatment plant; comprehensive knowledge of computer operating systems, related software applications and the SCADA system used to control treatment plant operations. Ability to coordinate shift worker training; ability to give clear and concise verbal instructions; ability to prepare written instructions; ability to write clearly and legibly; ability to diagnose problems and react promptly and efficiently to resolve problem in emergency situations; ability to analyze data and prepare proper records and reports; and the ability to understand and influence the behavior of others within the organization, customers or the public in order to achieve job objectives and cause action or understanding.
Physical Requirements: Physical requirements include frequent walking and standing; frequent lifting up to 60 pounds; occasional carrying up to 60 pounds; occasional pushing and pulling up to 60 pounds; frequent balancing, bending, handling, feeling, climbing, talking, smelling and twisting; occasional reaching, kneeling and crawling; and vision, speech and hearing sufficient to perform essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class “D” Operator’s License; obtain a Class “B” Commercial Driver’s License (CDL) within ninety (90) days of hire date in the wastewater area only; and possession of a Class “B” Water/Wastewater License as issued from the Department of Environmental Quality (DEQ) in both water and wastewater areas.

WORKING ENVIRONMENT: Working environment is primarily outdoors, occasionally indoors and in inclement weather in a posted homeland security facility, 24hr/7days/week/365/year schedule. May be exposed to the following: hazardous chemicals, high voltage electrical equipment, heights, flammable liquids, traffic, cramped work areas, excessive dust, weather/temperature extremes, rough terrains, cutting/chipping/grinding, hazardous/toxic atmosphere, sewage, damp/wet surfaces, snow/ice covered surfaces, snake and insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, confined spaces, compressed gases, high noises, oily surfaces and refuse/garbage/litter.

Class Code: 7526
EEO Code: N-07
Pay Grade: LT-19

Group: Labor and Trades
Series: Equipment and Plant Operations

Effective date: January 18, 2012