CLASS TITLE: TREATMENT PLANT OPERATOR I

PURPOSE OF THE CLASSIFICATION: Under immediate supervision performs manual, semiskilled and semi-technical work in the operation, maintenance and repair of a water or wastewater treatment plant and other related assigned duties.

ESSENTIAL TASKS:
• Operates stationary mechanical, electrical, electronic, chemical or other process equipment, including belt filter presses, pumps, lab equipment, chemical feeders, valves, power washers, fire hoses, chlorinators, turbidimeters, SCADA systems and motorized valve actuators
• Operates and maintains a variety of automotive and industrial sludge processing equipment
• Monitors plant processes on computers and operates all plant equipment, calibrating chemical pumps and lab equipment to ensure accuracy
• Collects water or wastewater samples from various plant processes and analyzes water samples on specialized laboratory equipment and forwards samples to the Quality Assurance/Quality Control (QA/QC) laboratory
• Performs jar tests and mathematical calculations, determines optimum chemical dosage and makes recommended changes to keep water quality in compliance with Department of Environmental Quality/Environmental Protection Agency (DEQ/EPA) standards
• Checks water flow rates and makes recommended changes to meet demands in distribution system
• Maintains and cleans the plant grounds, vehicles and facilities
• Receives and unloads hazardous chemicals in bulk quantities
• Documents plant data, readings and operational records, including preparing corrective maintenance work orders for equipment failure
• Must report to work on a regular and timely basis

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 Educational Development Certificate (GED) and six (6) months experience as a Treatment Plant Apprentice or similar experience. Refer to the Treatment Plant Operator progression criterion document for additional requirements. Progression to a Treatment Plant Operator II is mandatory and required coursework to progress to the II level must be obtained within 18 months.

Knowledge, Abilities, and Skills: Good knowledge of the common practices, methods, tools and materials of semiskilled mechanical maintenance and construction work; working knowledge of windows, excel and Supervisory Control and Data Acquisition System (SCADA); good knowledge of mechanical maintenance principles and procedures; good knowledge of plant sequential processes and timeliness to backwash filters; and good knowledge of the appropriate hazards and safety precautions of the work. Ability to use hand and mechanical tools and equipment; ability to understand and follow verbal instructions; ability to read and follow written instructions; ability to learn the methods of operation and maintenance of a treatment plant; and ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization and the public in giving and receiving information. Good computer skills required. All applicants must successfully pass a math, science, computer use and competency examination.

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; a valid Class "B" Commercial Driver's License (CDL) within ninety (90) days of hire date in the wastewater area only; employees will be required to obtain a valid Class "D" Water/Wastewater License as issued from the
Department of Environmental Quality (DEQ) within six (6) months of hire date; and in addition, the City of Tulsa requires the employee to obtain a Class "C" Water/Wastewater License as issued from the Department of Environmental Quality (DEQ) within eighteen (18) months of hire date.

**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:** 8518
- **EEO Code:** N-07
- **Pay Grade:** LT-16

- **Group:** Labor and Trades
- **Series:** Equipment and Plant Operations

**Effective date:** January 18, 2012