

Job Title: Plant Operator

Reports to: Superintendent

Department: Wastewater

FLSA Status: Non-Exempt

Work Objective:

This is a technical position operating and maintaining all wastewater facilities including treatment plants, collection system, and pump stations. Operator exercises operational goals as directed by the wastewater department supervisors. All operational decisions will comply with applicable statutory and regulatory requirements.

General Duties:

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 to achieve satisfactory performance.

- Understand and apply appropriate safety practices and measures at all times.
- Perform necessary Wastewater sampling and lab testing.
- Interpret and analyze lab test data and monitor plant conditions to ensure plant operates within applicable limits and established parameters established by statute and department supervisors.
- Properly record and maintain records of operational data including computer data entry.
- Perform scheduled and unscheduled maintenance of all plant equipment, buildings, tanks, vehicles, and ancillary equipment.
- Operate and maintain sludge dewatering equipment. Perform tasks ancillary to dewatering process as needed.
- Perform custodial duties including cleaning all work areas, restrooms, storage areas, and pump stations.
- Perform collection system maintenance and inspections utilizing various types of equipment including: combination sewer rodder / vacuum truck, main line inspection camera, inflatable plugs, pumps and other sewer maintenance tools and equipment.
- Maintain all tools and equipment in proper working condition.
- Perform tasks associated with chemical addition processes including mixing, measuring, and moving chemicals while observing proper safety procedures.
- Operate forklift to load and unload materials and supplies as needed.
- When tasked, direct actions of plant laborers to ensure all operations and maintenance tasks are accomplished as scheduled, required, or directed.
- Operate motor vehicles to transport personnel and equipment.
- Advise supervisors of any conditions that may affect Wastewater operations or compliance.
- Cooperate with other department personnel within the Borough as required.
- Other duties as may be assigned by Borough management.

Certifications, Licenses, Registrations:

- High school diploma or General Education Degree (GED) and two years of experience and/or training in the essential duties outlined within this job description or a combination of experience and training.
- Must possess and maintain PA state certification as a Wastewater Treatment Plant Operator Class B, Subclass 1 (minimum)

Preferred Skills or Abilities:

- Commercial Driver's License (Class B Minimum)
- Chemistry / Biology education or experience
- Prior Water / Wastewater operational experience
- Ability to establish and maintain effective working relationships with other employees.
- Basic computer skills including Microsoft Excel and Microsoft Word.

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 the position outlined in this job description. Employees must have the ability to perform strenuous physical duties for long periods of time in adverse weather conditions. While performing the duties of this position, the employee may be required to perform any or all of the following:

- Stand for up to eight hours
- Walk up to a half mile
- Sit or lay down
- Use hands or fingers to touch, feel, grasp, manipulate, and control equipment, tools and other objects.
- Reach with hands and arms from below the feet to above the head.
- Climb stairs and ladders.
- Balance
- Stoop, kneel, crouch, and crawl
- Dead lift up to 50 pounds
- Lift 50 pounds chest high
- Carry tools and equipment over rough terrain, up steps, or into confined spaces,
- Enter certified or permitted confined spaces using proper techniques and safety equipment and procedures

Work Environment:

The work environment is typical for individuals employed in Wastewater treatment facilities and wastewater collection systems. Employees frequently work with or near moving mechanical equipment and machinery. Employees are potentially exposed to high noise levels, chemical fumes, toxic and hazardous chemicals, human fecal matter, industrial waste, unpleasant odors, road traffic, various plants and vegetation, extreme temperatures, inclement weather, rough terrain, and sharp objects.

Work is performed primarily at the Wastewater treatment plants. Work will also occur on Borough streets, wooded areas, near creeks and streams, or other locations inside or outside the Borough.

Daily reporting location is one of the Wastewater treatment plants unless otherwise directed.

This position requires weekend and holiday duties as well as “on call” duties.

NOTE:

The job description does not constitute an employment agreement between North East Borough and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

North East Borough is an Equal Opportunity Employer. In compliance with the United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, North East Borough provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Acknowledgement:

I have read and understand this classification and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

Name (Print)

Supervisor's Name (Print)

Employee Signature

Supervisor's Signature

Date

Date