

Water Treatment Operator III

OVERVIEW

The purpose of this classification is to access and properly operate all process equipment, above and below ground level. Duties and responsibilities include performing all necessary operational and maintenance duties of the water treatment plant; operating a computer using a windows environment, use spreadsheets, word processors, and utilize computerized SCADA system. Under general supervision, reports to Chief Operator.

Essential Duties & Responsibilities

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job. Other duties may be required and assigned.

- Monitors plant operations regularly for proper operation and treatment. Makes any changes needed as directed by supervisor or Standard Operating Procedures (SOP).
- Recognizes and diagnoses plant status. Troubleshoots and performs corrective actions in plant operations as directed by supervisor or SOP to ensure finished water quality meets or exceeds the standards of EPA and the Tennessee Department of Environment and Conservation.
- Performs all necessary laboratory work required for observation and control of the water treatment plant in order to meet treatment plant, State and Federal regulations.
- Performs maintenance of equipment related to operations of the water treatment plant including calibration of feeders and instruments, repair feeders, pumps and etc.
- Operates Supervisory Control and Data Acquisition (SCADA) system.
- Performs plant calculations for chemical dosages, chemical usage, flow rates, detention time, and all other calculations necessary for the proper operation of the water treatment plant.
- Enters and updates files on computer for preparing reports, spreadsheets, and historical information.
- Maintains sanitary cleanliness of work areas, the treatment plant and associated facilities. Focuses on areas directed by Director of Public Works.
- Maintains records in compliance to Federal, State and City regulations.
- Works safely observing all OSHA, Federal, State and City regulations. Reports any accidents immediately to supervisor.
- Correctly wears appropriate personal protective equipment when required.
- Conducts behavior at all times in a professional manner to reflect positively on customer's perception of the City of Munford.
- Promotes the teamwork environment. Assists coworkers when necessary.
- Any other duties as assigned by supervisor.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Performs duties as required by the Chief operator or the Director of Public Works
- Assist with the City's ongoing Cross-connection program.
- May have to work after hours and weekends.
- Reviews daily operational records to ensure accuracy and completeness prior to end of shift.
- Maintains knowledge of and ability to operate and maintain all water treatment plant equipment.
- Fields customer comments or complaints and works to remedy situations that may warrant additional action on the part of the WTP.
- Trains for Grade 3 Water Treatment certification. (If hired as a trainee)
- Must be able to wear mandatory safety equipment when required.

Minimum Qualifications

PLEASE READ THROUGH THE FOLLOWING REQUIREMENTS:

- **High school diploma or GED**
- **Must** have a valid Tennessee Driver's License.
- **Grade III Water Treatment Certification is preferred but will consider a trainee if necessary.**
- **Must** obtain Grade III Water Treatment certification within 24 months if hired as a trainee.

The City of Munford offers an attractive compensation plan based on qualifications and experience, along with full benefits including health, dental and life insurance, vacation, sick leave and participation in Tennessee's State retirement plan. The City of Munford is an EEO/Affirmative Action employer and does not discriminate on the basis of race, age, sex, religion, color, disability or national origin.

Please mail/email resume to:

City of Munford
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Munford, TN 38058
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