

# City of Flagler Beach

**JOB TITLE:** WASTEWATER PLANT OPERATOR C

**DEPARTMENT:** Sewage Processing & Collection

**SUMMARY:** Under close supervision, this position operates, monitors and maintains equipment and machinery at the wastewater plant in order to maintain plant effluent within State F.D.E.P. and Federal E.P.A. guidelines. This position performs laboratory tests, maintains and performs preventative maintenance on plant machinery and equipment; and performs related duties as assigned.

**ESSENTIAL FUNCTIONS:** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.)

**DUTIES AND RESPONSIBILITIES:** (which are **not** in any hierarchical order)

1. Monitors process treatment. Operates machinery and equipment in the treatment plant. Checks or recalibrates laboratory equipment to meet standards.
2. Collects and analyzes water samples from basins.
3. Adjusts chemical feeds as necessary based on the results of sample analysis.
4. Monitors and adjusts equipment to ensure proper functioning.
5. Monitors levels of sludge and chemicals and adjusts as necessary.
6. Monitors cylinder pressures for gasses to ensure safe and adequate levels.
7. Collects and analyzes bacteria and other samples as scheduled.
8. Performs routine maintenance and cleaning of chemical rooms, offices and lab.
9. Performs routine plant and grounds maintenance duties to include mowing, weed eating and edging.
10. Works varying shifts, hours and possibly "on call" to ensure effective operation of wastewater facility.
11. Performs other related duties as required and assigned.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of the principles and practices of wastewater treatment systems.

Knowledge of the proper methods and techniques used in cleaning, repairing, and maintaining wastewater treatment systems equipment.

Knowledge of the federal, state, and local rules, regulations, policies and procedures regarding the operation and administration of wastewater treatment systems.

Knowledge of occupational hazards and safety precautions.

Skill in operating wastewater systems machinery in a safe and capable manner.

Skill in maintaining certification as a wastewater operator.

Skill in the proper use of hazardous chemicals.

Skill in safely using, maintaining and repairing specialized equipment to complete assigned projects.

Skill in following oral and written instructions.

Skill in utilizing public relations techniques in responding to inquiries and complaints.

Skill in following safety practices and recognizing hazards.

Ability to establish and maintain effective working relationships with those contacted in the course of work.

Class: LTC-5

Non-Exempt

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work involves performing moderate to heavy work in all types of weather. There is occasional need to stand, stoop, walk, lift heavy objects (up to 60 pounds) and perform other similar actions during the course of the workday. Must be able to climb stairs and ladders in order to collect samples for laboratory analyses. Must be able to identify and distinguish colors. The City of Flagler Beach promotes a drug/alcohol free work environment through the use of mandatory pre-employment drug testing.

**MINIMUM QUALIFICATIONS:** The equivalent of a High School diploma and one (1) year of related experience. Valid Florida driver's license. Must possess and maintain State of Florida Department of Environmental Protection Class C Wastewater Treatment Certification.