

PUBLIC POSTING

JOB DESCRIPTION

**Assistant Plant Operator/Water Pollution Control
Pay Range 06
Department of Engineering Services**

Job Title: Assistant Plant Operator/Water Pollution Control

Reports To: WPC Superintendent and Assistant Plant Superintendent through Plant Operator

Supervises Directly: None

Supervises Through Subordinates: None

Purpose for the Position:

To assist in the operation and control of plant processes and equipment necessary to clarify, treat, and disinfect wastewater discharged to receiving waters.

Essential Responsibilities:

Monitors control panels and adjusts valves and gates manually or by remote control to regulate flow of sewage, under direction of Shift Operator.

Starts and stops pumps, engines, and generators to control flow of raw sewage through filtering, settling, aeration, and sludge digestion processes, under direction of Shift Operator.

Maintains log of operations and records meter and gauge readings.

May collect sewage sample, using dipper or bottle and conduct laboratory tests, using testing equipment, such as colorimeter, pH Meter, D.O. Meter, Sludge Indicator.

Makes daily sludge draws to the Digesters as required.

Assists Shift Operator in the pumping of scum when needed and the hauling of scum and screenings to the landfills.

Cleans and paints portions of the plant equipment or facilities, and performs routine plant maintenance, and other tasks as assigned.

Reports need for major equipment repairs and/or makes lesser repairs his/herself, by replacing seals, rings, gaskets, plugging, etc.

Accompanies Shift Operator II to learn how to remove obstructions, such as coarse materials from Bar Screens, and to accelerate influent through initial screening process.

Turns air valves to aerate effluent, and control temperature in sludge digestion tanks.

Observes variations in operating conditions and interprets meter and gauge readings and tests results to determine load requirements. Receives direction from Shift Operator II prior to making operational process changes.

Perform a variety of skilled and semi-skilled tasks in division.

Ability to understand and communicate written instructions.

Related and other duties as required.

Responsible to self-initiate activities consistent with the City of Sandusky's and department's goals and objectives.

Must report for work at required time and date and maintain a responsible attendance record.

The ability to follow a supervisor's instructions, tolerate certain levels of stress, and attend work on a punctual, regular basis.

The avoidance of violent behavior that threatens the safety of other employees.

Skills and Abilities:

Learn the functioning of the overall system as well as the part you work on.

Use judgment and make decisions to keep the system operating.

Remain calm during emergencies.

Use mathematics and calculator

Use eyes, hands, and fingers to operate or adjust equipment.

Physical Demands:

Light Work: Exerting up to 20 pounds of force occasionally (Occasionally: activity or condition exists up to 1/3 of the time), and/or up to 10 pounds of force frequently (Frequently: activity or condition exists from 1/3 to 2/3 of the time), and/or a negligible amount of force constantly (Constantly: activity or condition exists 2/3 or more of the time) to move objects. Requires walking or standing to a significant degree, or requires some sitting but entails pushing and/or pulling of arm or leg controls, or requires working at a production rate pace entailing the constant pushing and/or pulling of materials even though the weight of those materials is negligible.

Environmental Conditions:

Both: Inside and outside. A job is considered "both" if the activities occur inside or outside in approximately equal amounts. Wet and Humid: Wet: Contact with water or other liquids. Humid: Atmospheric condition with moisture content sufficiently high to cause marked bodily discomfort. Noise and Vibration: Sufficient noise, either constant or intermittent, to cause marked distraction or possible injury to the sense of hearing, and/or sufficient vibration (production of an oscillating movement or strain on the body or its extremities from repeated motion or shock) to cause bodily harm if endured day after day. Hazards: Situations in which the individual is exposed to the definite risk of bodily injury. Exposure to: Odors, toxic conditions, dust, or poor ventilation.

Reasoning, Mathematical and Language Development are indicative of the general level of development required to do this job. Some, but not necessarily all, areas mentioned in this section would be included in this job.

Reasoning Development:

Apply principles of rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Interpret a variety of instructions furnished in written, oral, diagrammatic, or schedule form.

Mathematical Development:

Algebra: Deal with system of real numbers; linear, quadratic, rational, exponential, angle and circular functions, and inverse functions; related algebraic solution of equations and inequalities.

Geometry: Geometry, plane and solid; and rectangular coordinates.

General Math: Practical application of fractions, percentages, ratio, and proportion, practical algebra, geometric construction.

Language Development:

Reading: Read and understand instructions, safety rules, etc.

Writing: Write reports with proper format, punctuation, spelling, and grammar, using all parts of speech.

Speaking: Speak with poise, voice control, and confidence, using correct English and well-modulated voice.

Relationships to Data, People and Things:

Data: *Compiling: Gathering, collating, or classifying information about data, people or things. Reporting and/or carrying out a prescribed action in relation to information is frequently involved.*

People: *Speaking-Signaling: Talking with and/or signaling people to convey or exchange information.*

Things: *Operating-Controlling: Starting, stopping, controlling and adjusting the progress of machines or equipment. Operating machines involves setting up and adjusting the machine or materials as the work progresses. Controlling involves observing progress of operations and turning devices to regulate reactions of materials.*

To do this job, you must have the following licenses or certifications before being hired:

Must have a Commercial Driver's license with all applicable endorsements or obtain one within 480 working hours. Must possess a Class I Wastewater Operators License, or must obtain within 3 years from date of hire.

To do this job, you must have the following amount of total education and/or experience:

(If hiring someone into this position, this would be the minimum amount of experience and education that would be required in order for the incumbent to have a reasonable expectation for success.)

High School Diploma

Previous related experience desired, but not required. Math and Science background preferred OR, an equivalent level of education and experience.