



Job Description
Job Code: 177
Range 21

WASTEWATER OPERATOR I

Utility Department

DEFINITION: This position under close general supervision, operates, monitors and maintains the wastewater treatment plant (s), collection system, effluent disposal, non-potable irrigation systems, laboratory processes and biosolids handling facility to ensure compliance with state and federal regulatory agencies; and performs related duties as assigned.

CLASSIFICATION: This is a non-exempt, full-time, classified position with full benefits.

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 classification.

TASKS:

- Responsible for operation and maintenance of the equipment at the treatment facility, lift stations, collections system, effluent disposal system and biosolids handling facility.
- Will collect and perform laboratory analysis on water/wastewater compliance and process control samples required for regulatory permit reporting.
- Enters data/records for permit reporting and compliance, according to regulatory requirements
- Monitor, evaluate and adjust plant equipment and instrumentation.
- Develops and/ or obtains training on proper plant operations, safety, laboratory procedures.
- Participate in collections system maintenance, repairs and installation.
- Perform collection system field marking of buried utilities (bluestake)

KNOWLEDGE, SKILLS, AND OTHER CHARACTERSTICS:

- Comprehension of the principles, practices, procedures, and techniques used in the operation of a wastewater treatment plant, collection system and lift stations as well as effluent disposal system and biosolids handling facility.
- Ability to interpret and apply City policies and safety regulations.
- Comprehension of laboratory procedures relating to process control and compliance testing requirements
- Knowledge of basic maintenance and repair of wastewater equipment.
- Skill in reading and comprehending process and equipment manuals, general blueprints, electrical and mechanical diagrams.
- General skill in operating computer systems, SCADA systems, word processing, graphic and spreadsheet computer programs and operate software packages.
- Ability to discriminate between normal and abnormal operating conditions and take proper corrective actions.
- Skill in establishing and maintaining effective working relationships with subordinates, other employees and deal tactfully with the general public.

Wastewater Operator I – (Continued)

- Ability to communicate observations verbally and in writing.

PHYSICAL REQUIREMENTS: While performing the duties of this job, the employee is regularly required to stand; walk, sit; use hands to reach, grasp and feel; stoop; kneel; bend; climb. The employee must regularly lift and or move up to 25 pounds and occasionally lift and or move up to 50 pounds. Work is performed in all weather conditions.

MINIMUM QUALIFICATIONS:

Must possess a valid Arizona Driver's License by hire date. Shall have a High school diploma or equivalent and one (1) year wastewater treatment plant operations experience. Must possess a Grade I Wastewater Treatment Plant Operator Certificate from Arizona Department of Environmental Quality (ADEQ) by hire or promotion. The possession of a Commercial Drivers License is desired.

SPECIAL REQUIREMENTS: May be required to work overtime, holidays and weekends and be on-call 24 hours per day, per the departmental on-call policy. Candidate must be able to respond to call out within twenty (20) minutes. Candidate is required to complete physical examination to insure ability to perform work requirements.