

CHIEF WASTEWATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This position has supervisory responsibility for the complete and actual operation of a Wastewater Treatment Plant. The incumbent also directs and oversees both the maintenance and repair of the wastewater treatment plant. The work is performed under the general direction of the Superintendent of Public Works. The incumbent supervises the work of all subordinate wastewater treatment plant operators, mechanics and laborers. Does related work as required.

TYPICAL WORK ACTIVITIES:

Oversees the operation and maintenance of a wastewater treatment plant;
Schedules and assigns work and shift duties;
Oversees plant testing and control policies and procedures;
Oversees sludge handling;
Oversees compost production;
Maintains inventory of equipment, supplies and materials as well as purchase requisitions;
Assists in the preparation of the wastewater treatment plant budget;
Inspects wastewater treatment plant, equipment and machinery, directing and overseeing all maintenance and repairs;
Maintains a variety of records and prepare necessary reports;
Responds to public inquires and complaints;
Responsible for fulfilling all New York State Department of Environmental Conservation permit requirements.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the equipment and procedures used in operating a wastewater treatment plant which utilizes treatment processes other than the activated sludge process;
Good knowledge of the principles and applications of chemistry, physics and bacteriology as they relate to wastewater treatment and disposal;
Skill in the operation, maintenance and repair of pumps, valves and related mechanical and electrical equipment;
Ability to read, understand and record data from gauges, scales and meters;

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Ability to perform routine laboratory field-tests thus ensuring the safe and efficient plant operations;
Ability to plan and supervise the work of others;
Ability to establish and maintain records as well as prepare reports;
Ability to communicate effectively, both orally and in writing;
Ability to understand and carry out written and oral instructions;
Mechanical aptitude.

MINIMUM QUALIFICATIONS:

Possession of the required Wastewater Treatment Plant Operator certificate as issued by the New York State Department of Environmental Conservation, appropriate to the plant, at time of appointment.

NOTE: Incumbents in this position may be required to be on call/respond to emergencies on weekends, evenings and holidays.

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COMPETITIVE