



Position Description

Job Title:	Utility Operator
Department:	Beaver County Water Treatment Plant
Supervisor:	Designated Supervisor or Alternate

Job Summary

Perform all duties and activities associated with the relief of operation personnel at the Beaver County Water Treatment Plant. When not filling vacancies as the relief operator, duties will include operational support directives, preventative and routine maintenance activities of plant buildings, grounds and equipment. Additionally, various physical and chemical tests associated with the water treatment process as assigned by supervisor or alternate.

Specific Duties

1. Fill open on-shift vacancies and any shifts open due to vacations or as assigned by supervisor or alternate.
2. Controls the chemical feeds and corrects unusual conditions in both the raw and finished water including objectionable taste and odor, changes in chlorine demand, color, turbidity, sludge recirculation and dewatering rates and pH adjustments. These chemicals shall include, but are not limited to, the following:
 - Sodium Chloride
 - Sodium Hypochlorite
 - Chlorine
 - Poly Aluminum Chloride
 - Sodium/Potassium Permanganate
 - Sodium Hydroxide
 - Hydrogulosilic Acid
 - Carbon Dioxide
 - Sulfuric Acid
 - pH Buffer solutions
 - Hydrochloric Acid
 - Sodium Chlorate
 - Powdered Activated Carbon
 - Various Polymers
 - Sequestering Reagents
3. Performs jar tests along with other tests contained on the daily logs.
4. Performs "Standard Methods" testing that is commonly conducted by water treatment plant operators.
5. Interprets various drawings and schematics.

6. Attends outside schools and seminars to upgrade the technical skills used in the fields of chemistry and electronics.
7. Utilizes the authority's computerized control and asset management systems.
8. Operates authority vehicles and equipment as necessary. Maintains the cleanliness of the vehicles, equipment and operating areas.
9. Operates remote raw water and booster pump stations and performs station maintenance as required on all shifts. Requires at a minimum, on day shift, inspection of the raw water pump facility.
10. Operates and maintains the plant sludge dewatering facility as well as scheduling the disposal of dried sludge containers.
11. Keeps and maintains logs and records of plant operation including; pumpage, inventory, meter readings, charts, chemicals, telephone messages, radio messages and river conditions.
12. Performs maintenance and calibration activities on plant machinery, equipment, facilities including; pumps, motors, mechanical and appurtenant equipment. Changes equipment oil and Lubricates as required. Works with electrician and maintenance personnel to perform scheduled and preventative maintenance as required. Paints machinery, equipment and building surfaces as required.
13. Performs maintenance on plant instruments and meters including; PH, turbidity and conductivity meters, chlorine analyzer, records and charts.
14. Performs cleaning maintenance on physical plant and equipment including; floors, walls, ceilings, carpets, lavatories, kitchen, storage areas, windows, air filters, light fixtures, stainless steel and terrazzo.
15. Operates and Maintains plant Sodium Hypochlorite Generating Systems which includes Includes brine and chemical storage equipment.
16. Operates manual and powered valves as required.
17. Cleans and maintains driveway and grounds as directed including snow, ice, and dirt removal. Cuts, trims, and waters grass and shrubs.
18. Performs daily checks at the Baden Raw Water Pump Facility when not reassigned to other shift coverage assignments.

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by the incumbents of the job. Incumbents may be required to perform job related tasks other than those specifically presented in this description.

Qualifications and Job Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Five years relevant water treatment operator experience and or water treatment operator license. An operator's examination pass letter is acceptable with the expectation that the Operators Class A certification must be obtained within 5 years of hire date in the Utility Operator position.

Language Skill

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports, and operational correspondence logs. Ability to speak effectively to groups, customers or employees.

Mathematical Skills

Ability to calculate figures and amounts such as chemical feed rates, conversion factors, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee is frequently required to climb or balance and talk or hear. The employee is occasionally required to stand; stoop, kneel, crouch, or crawl and work from elevated positions and locations.

The employee must occasionally lift and/or move up to 50 pounds. Employee must be able to work in and around loud environment. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and is regularly exposed to wet and/or humid conditions, fumes of airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The employee frequently works in outside weather conditions. The employee occasionally works in high, precarious places and with explosives and is occasionally exposed to extreme heat and risk of radiation. The employee will be required to carry designated plant communications devices to include two way radio and or plant operations control device.

The noise level in the work environment is usually moderate.