WEST VIEW WATER AUTHORITY
210 Perry Highway
Pittsburgh, Pennsylvania 15229
Administrative (412) 931-3292
Customer Service (412) 931-3500 (412) 364-1257
Customer Information www.westviewwater.org

Position Description

Job Title:	Operator
Department:	Neville Island Water Treatment Plant
Supervisor:	Designated Supervisor or Alternate

Job Summary

Performs physical and chemical maintenance at the Municipal Authority of the Borough of West View's Neville Island Water Treatment Plant including various physical and chemical tests to correct problems in the water. Additionally performs duties assigned by the supervisor or alternate.

Specific Duties – (E/N = Essential/Nonessential Functions)

E/N – E 1. 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 rates and pH adjustments.

E/N – E 2. Performs jar tests along with other tests contained on the daily logs.

E/N – E 3. Performs "Standard Methods" tests normally conducted by water treatment plant operators.

E/N – E 4. Interprets various drawings and schematics.

E/N – E 5. Attends outside schools and seminars to upgrade the technical skills used in the fields of chemistry and electronics.

E/N – E 6. Utilizes the authority's updated and computerized control systems after proper training.

E/N – E 7. Operates authority vehicles and equipment as necessary. Maintains the cleanliness of the operating area.

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
One year certificate from college or technical school with a minimum of 5 years related experience and/or training as an assistant operator or equivalent combination of education and experience. Must be thoroughly familiar with the existing WVWA treatment plant and its operation.

Language Skills
Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills
Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability
Ability to apply commonsense understanding to carryout 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 stand; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and taste or smell. The employee frequently is required to walk, climb or balance, and talk or hear. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 50 pounds. 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 in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions and fumes or airborne particles. The employee occasionally works in high, precarious places and is occasionally exposed to toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually moderate.