



Wastewater Treatment Plant Operator | Paris Board of Public Utilities

job description

Reports To: 1.) Wastewater Treatment Plant Manager 2.) Vice President – Water and Wastewater Operations

Job Type: Hourly Non-Exempt

Directs: None

Working Conditions: Subject to all weather conditions

Purpose of Position

To perform all duties necessary in the operation of the Wastewater Treatment Plant and pumping stations

Essential Functions

- Perform daily operations and maintenance of the Wastewater Treatment Plant and pumping stations
- Help with hauling sludge and land management
- Help with housekeeping duties at the plant and pumping stations including mowing
- Collect daily samples at the plant and other locations and carry to the lab for analysis, as scheduled
- Man the Wastewater Treatment Plant on weekends on a rotating basis
- Responsible for performance of other duties and assignments as assigned

Periodic Responsibilities & Duties

- Perform maintenance to equipment including scheduled greasing, changing oil, painting, etc.
- Perform maintenance on buildings
- Perform winter maintenance of pump stations, equipment, etc.

Specifications

Education

High school diploma and/or equivalent

Qualifications

- Mechanical knowledge
- Must be able to deal with customers in a courteous manner
- Ability to tolerate work in confined spaces
- Ability to operate heavy equipment/large machinery
- Ability to remain in control and effectively perform under dangerous or stressful conditions
- Ability to contribute to a positive work environment with other crew members
- Ability to respond appropriately to constructive criticism from a supervisor
- Ability to maintain strict confidentiality of highly sensitive information, both internally and externally
- Ability to maintain professionalism and effectively perform in stressful situations

Preferred Skills

- Prior experience in the operation of a wastewater treatment plant desired
- Knowledge of pump and motor maintenance
- Knowledgeable of safety rules and work procedures

Training

Maintain professional and technical knowledge by attending educational workshops, reviewing professional publications and establishing personal networks

Physical Abilities

Mobility: Must be able to move about as required to accomplish tasks; must be agile in movement in order to perform work in confined spaces or deep trenches; must be able to climb up and down ladder

Lifting: Raising objects weighing at least 50 lbs. from a lower to a higher position or moving objects horizontally from position-to-position; physically able to do heavy lifting

Talking: Ability to communicate in a pleasant, courteous, and professional manner; ability to speak clearly and in an understandable fashion

Hearing: Ability to perceive the nature of sounds with or without correction; ability to receive detailed information through oral communication

Visual Acuity: Ability to accomplish tasks with or without corrective lenses

Overtime

A rotation for standby will occur after hours will be required once necessary experience has been gained. Employees are expected to respond according to company policy response time. Standby compensation will be given for on call duty. Overtime compensation for work performed while on call, or any other after-hours worked, will be paid based upon the company's overtime policy.

Other

Have a valid Tennessee Driver's License

The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences, to equalize peak work periods, or otherwise to balance the workload. The Paris Board of Public Utilities has the right to change or update employee's duties at its discretion.

I have read, understand, and agree to abide by the obligations and expectations of the defined job description.

Paris BPU reserves the right to change any portion of the job description at any time.

Print Employee Name

Employee Signature

Date

This job description does not constitute a written or implied contract of employment.