



Department:	Public Works – Water/Wastewater
Supervisor:	Water or Wastewater Operations Supervisor
Prior Revision Date:	Oct. 2011
Last Revision Date:	12/01/2013
Revision Made By:	KH & admin
Revision Reviewed & Approved by:	SG
Employment Status:	PMEA Union
Date Provided to Bargaining Unit	1-30-2014

Petersburg Borough

Job Description

PUBLIC WORKS

WATER & WASTEWATER OPERATOR 1

(aka Plant Operator 1)

Definition

Performs a variety of semi-skilled and manual labor tasks associated with the water or wastewater treatment facility and distribution or collection systems.

Supervision Received

The Plant Operator 1 reports directly to the Water or Wastewater Operations Supervisor.

Supervision Exercised

None.

Duties *(The duties listed in this section are intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

Assists in the installation and maintenance of water meters, making repairs when instructed and necessary.

Assists in performing water or wastewater laboratory testing and analysis.

Responds to customer questions and complaints through analyzing the proper action to be taken.

Performs basic carpentry, painting, and plumbing as needed for repairs.

Cleans and maintains building facilities and grounds.

Performs physical labor such as digging, shoveling, and unloading of materials.

Assists in the operation and maintenance of all water and wastewater treatment equipment.

Operates trucks, forklifts, maintenance equipment, and repair tools as required.

Performs other duties as assigned.

Distinguishing Characteristics

The work assigned to the position of Plant Operator 1 is distinguished by the level of experience and involvement in the operation and maintenance of the water and wastewater treatment facilities.

Working Conditions

Incumbent performs over 90% of duties while standing, with possible physical injuries resulting from exposure to chemicals, falling objects or working in confined spaces. May require moving or lifting items in excess of 150 pounds.

Qualifications

Must possess a current and insurable Commercial Driver's License, Class A or B with air brake and tanker endorsements, or have the ability to obtain within 6 months of date of hire.

Must obtain an ADEC Level 1 Certificate in Water or Wastewater Treatment, or receive reciprocity from the ADEC for a recognized equivalent from another State within eighteen months from date of hire.

Ability to establish and maintain effective working relationships with fellow employees and the general public; work cooperatively with supervisors and display willingness to assist co-workers.

Any combination of experience and education which provides the applicant with the following attributes:

Ability to work in adverse weather conditions.

Ability to work with minimal supervision.

Knowledge of maintenance, repair tools, equipment, and janitorial duties.

Ability to identify facility or equipment deficiencies and propose repairs.

Ability to operate trucks and forklifts.

Ability to perform the physical work required of the class.

Signatures affixed on this job description confirm that it has been reviewed by the employee and his/her direct supervisor and that a clear understanding of the expectations of this position exists.

Employee

Supervisor

Date

Date