

Position Description

City of Brewer

Class Title: Operator II
Department: Environmental Services
Location: Water Pollution Control Facility
Date: April 6, 2021

GENERAL PURPOSE

Assists in the operation and maintenance of the wastewater treatment plant and the pump stations.

Responsible for periodic process control and laboratory analysis.

SUPERVISION RECEIVED:

Works under the supervision of Operator II. Shift work is required.

SUPERVISION EXERCISED

May be asked to supervise the work of outside contractors and employees from other City departments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assists in the operation of sludge dewatering equipment and record keeping.
- Perform all dewatering related laboratory work, maintain records, and report results.
- Assist in the daily and weekly preventive maintenance of dewatering equipment and may be asked to recommend corrective maintenance of equipment through the Facility Work Order Program.
- Collects samples and performs process control and laboratory analysis.
- Perform process control changes required from analysis results.
- Responsible for maintaining a safe working environment in all dewatering areas.
- Collects and maintains operational data.
- Performs in all mandatory operational and safety training scheduled for the Facility operators.

PERIPHERAL DUTIES

- May serve on various employee committees such as the In-house Safety Committee and other City committees.
- Performs the duties of Safety Officer of the month once per year.
- Participate in Facility Outreach Programs such as the Adopt A School Program.
- Performs related work as required.
- Performs duties of the Night Shift-Operator II if required to work nights.
- Performs Operators II duties in their absence.
- Responsible for all general housekeeping in dewatering areas.
- Assist in daily housekeeping tasks throughout the Facility and grounds.
- Assist in preventive maintenance program.
- Assist in facility equipment checks and recommend corrective maintenance through the Facility Work Order Program.
- Assist in inspection of pump stations for proper operation.

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DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- A) High school diploma or GED equivalent
- B) Experience working in a wastewater treatment plant preferred

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

- A) Mechanical Ability
- B) Ability to communicate both orally and in writing
- C) Knowledge of basic safety practices
- D) Knowledge of the use of hand tools

SPECIAL REQUIREMENTS

- Valid State of Maine Class B driver's license.
- Have already completed, or ability to complete the Volume I of the Sacramento Wastewater Course within 6-months of employment.

TOOLS AND EQUIPMENT USED

Motor vehicle, generators, pumps, gauges, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, calculator, a variety of lab equipment, all required safety equipment, internal tank foamer, high pressure cleaner, and PPE required of any specific tasks being performed.

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

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

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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 occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions.

The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud.

SELECTION GUIDELINES

Application/Resume Screening, Interview, Background Check, Reference Checks, and Pre-employment drug screening may be required.

The duties listed above are intended only 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.

Acceptance: _____
(Employee Signature)

Approval: _____
Director of Environmental Services

Effective Date: *March 2, 2021*

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of this job change.