

CAMP VERDE SANITARY DISTRICT

WASTEWATER SYSTEM TREATMENT AND COLLECTIONS OPERATOR (Grade 1 through 3)

Classification Summary:

The primary function of an employee in this class is to perform skilled operations and maintenance duties on wastewater collection and treatment facilities, including monitoring, operating, and maintaining equipment. Additionally, an employee in this class performs testing and sampling duties, including making equipment adjustments to maintain operational standards. An employee in this class may be assigned to other duties in the Contract Operations Service Group.

Essential Functions:

Essential Functions are not intended to be an exhaustive list of all responsibilities, duties and skills. They are intended to be accurate summaries of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned.

- Performs installation, maintenance, inspection, and repair work on wastewater collection and treatment systems, including main lines, pumping and lift stations, and manholes;
- Responds to emergency situations such as pump and/or equipment failure and system alarms;
- Performs sampling and laboratory testing duties;
- Monitors flow meters and related measuring equipment;
- Monitors operation of aerator and pumping systems;
- Operates dewatering equipment;
- Organizes contracted sludge hauling activities;
- Performs maintenance, repair, and overhaul of equipment and machinery;
- Performs building and facility maintenance and custodial tasks;
- Maintains tools and equipment;
- Operates valves, gates and pumps to adjust wastewater flows and chemical injection rates;
- Maintains written work records, including maintenance and repair logs, flow records, and daily work logs.

Employees in higher certification grades (Grades 2 and 3) may:

- Make work assignments and monitor completion of tasks of other Operators;
- Assist in formulating and implementing operational and procedural objectives;
- Monitor testing and laboratory reports for system operation and compliance standards;
- Supervise the maintenance, repair, and overhaul of equipment and machinery;
- Maintain scheduled and periodic maintenance and operations records;

Other Duties and Responsibilities:

- Performs all work duties and activities in accordance with Company policies and procedures;
- Works in a safe manner and reports unsafe activity and conditions; follows Company-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the Company's Safety Handbook.

Knowledge, Skills and Abilities:

Knowledge of:

- Methods, equipment, materials, tools, and standard practices for the operation and maintenance of wastewater collection and treatment facilities;
- Methods of sampling and laboratory testing of wastewater;
- Methods of physical and chemical treatment of wastewater;
- Maintenance procedures, including equipment, pumping systems, and valves related to operation of wastewater collection and treatment facilities;
- Operational standards of wastewater collection and treatment;

Ability to:

Follow written and oral instructions;
Read and interpret meters, gauges, control panels, and testing and monitoring equipment;
Inspect machinery, equipment, and mechanical systems in operation to detect flaws and defects;
Operate a motor vehicle;
Operate power equipment;
Operate hand tools;
Demonstrated ability to operate heavy equipment;
Prepare written reports and maintain system performance records;
Communicate effectively with the public, other employees, and clients;
Complete OSHA/Safety Training as required.

Supervision Received:

The work is performed under the general supervision of the District Manager with some direction provided by the Plant Manager, depending on assignment.

Supervision Exercised:

This position may direct the daily operational work of other staff.

Minimum Qualifications:

High school diploma or GED equivalency; and
Arizona Wastewater Treatment Plant Operators Certificate at the appropriate grade; and Arizona Wastewater Collection System Operators Certificate at the appropriate grade; and
Valid Arizona Driver's License; or
Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Desirable Qualifications:

One (1) to five (5) years wastewater collection and/or treatment system experience.
Current AZ CDL

Work Environment:

The primary duties of this class are performed in an environment that may include working in adverse weather conditions and hazards involving the use of power tools and equipment, exposure to hazardous and allergenic materials, and working in confined spaces.

Essential Physical Abilities:

Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions, communicate with other employees and the public, and discern emergency or alarm systems, including vehicle backup alarms;
Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and work orders, technical manuals and related system diagrams, and move over rough or unfamiliar terrain;
Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a variety of power and hand tools and to make adjustments to equipment;
Sufficient strength to lift objects over 50 pounds;
Sufficient body flexibility, mobility, stamina, and balance to perform maintenance and repair operations which require working in trenches and confined spaces, climbing and working on ladders, and moving over rough or unfamiliar terrain.

Salary Range:

Grade 1	\$13.00 - \$17.00
Grade 2	\$15.00 - \$22.00
Grade 3	\$20.00 - \$25.00