

CITY OF HOLLY HILL

JOB DESCRIPTION

TITLE: WASTEWATER TREATMENT PLANT OPERATOR I or II

DEPARTMENT: PUBLIC WORKS

DIVISION: UTILITIES

GENERAL DESCRIPTION:

Technical work in the operation and maintenance of a Waste Water Treatment Plant.

ESSENTIAL JOB FUNCTIONS:

1. Assists in operation of wastewater treatment facilities and maintenance thereof including taking samples, testing and supervising the running of tests.
2. Performs maintenance and repair of equipment, gauges, controllers, and pumps.
3. Performs general housekeeping duties and grounds maintenance.
4. Helps to correct malfunctions.
5. Supervises subordinate trainees and other personnel.
6. Assists in the training of personnel.
7. Checks records and reports. Drives a vehicle.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of wastewater treatment plant operations, policies, procedures and methods.
- Knowledge of math and chemistry.
- Ability to work rotating shifts.
- Ability to make and maintain records and reports.
- Ability to supervise the work of subordinates.
- Good mechanical skills.

**WASTEWATER TREATMENT PLANT OPERATOR II
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EDUCATION AND EXPERIENCE:

High school graduation or possession of an acceptable equivalency.

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

Valid Florida Driver's License.

Class " C" or "B" Operators Certificate (Waste Water) as issued by State of Florida.

ESSENTIAL PHYSICAL SKILLS:

- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)
- Ability to communicate both orally and in writing
- Moderate (15-44 pounds) lifting and carrying
- Climbing
- Depth perception
- Distinguish colors
- Walking
- Smelling
- Driving

ENVIRONMENTAL CONDITIONS:

- Works inside
- Works outside in various weather conditions with: noise, chemicals, electrical energy or radiant energy, odors
- Slippery surfaces
- Uneven surfaces
- Vibrations

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)

RESIDENCY REQUIREMENTS

In accordance with the City's Charter, all employees shall reside within Volusia County, Florida, or if outside of Volusia County, Florida, within thirty (30) driving miles of the municipal limits of Holly Hill, Florida.

December 2011