



Operator Job Description

Job Classification: Non-Exempt, Full-Time

Work Schedule: Sunday through Thursday, 7:00 a.m. to 4:00 p.m.

Reporting Relationship: Director of Sewer Treatment Plant

Department: Sewer Treatment Plant Staff

Positions Supervised: None

Salary Range: \$15.00/hr. - \$26.44/hr.

Primary Accountabilities:

The Operator is responsible for operating and maintaining a sewer treatment plant, controlling the flow and processing of wastewater, and purifying water from the plant before it enters rivers, streams, or city mains.

Essential Functions:

- Operates and maintains wastewater treatment, sludge processing, and handling equipment.
- Monitors control panels and adjusts valves and gates manually or by remote control to regulate the flow
- of wastewater through settling, aeration, and sludge digestion processes.
- Operates machinery to skim grease and to pump and transfer sludge.
- Utilizes heavy equipment to lift and move grease and sludge tanks.
- Requisitions supplies and materials.
- Maintains logs, records, and reports relative to the work.
- Performs related work as assigned.

Required Qualifications:

- High School Graduate or General Education Degree (GED), required.
- Two (2) years of related work experience.
- Must have, or obtain within six (6) months, a valid Arkansas Class B Commercial Driver's License.
- Knowledge of the operation and maintenance of a wastewater treatment plant and auxiliary equipment.
- Knowledge of laboratory equipment and its functions.
- Ability to maintain records and prepare reports relative to the work.
- Ability to take and record chemical tests of sludge and effluent.
- Ability to respond quickly to emergencies.
- Ability to communicate effectively.
- Ability to utilize the available time to organize and complete work within given deadlines.
- Ability to perform work accurately and thoroughly.

Physical Demands:

- Ability to wear Personal Protective Equipment (PPE) - hard hat, safety glasses, etc.
- Ability to sit or stand for extended periods of time.
- Ability to use hands to handle, finger, or feel objects, tools, and controls.
- Ability to reach outwards with hands and arms.
- Ability to walk, climb, balance, stoop, kneel, crouch, or crawl.
- Ability to lift up to fifty (50) pounds, to team lift over fifty (50) pounds and push/pull up to one hundred (100) pounds.
- Specific vision requirements that are required include, close vision and distance vision.



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Work Environment:

- Works mainly outdoors year-round in all types of weather conditions.
- Interaction with staff and customers.
- Frequently works near moving mechanical parts.
- Exposed to fumes, airborne particles, and toxic or caustic chemicals.
- Noise level in the work environment is usually moderate.
- Out-of-town and in-town travel is required.

Additional Duties:

Additional duties and responsibilities may be added to this job description at any time. The job description does not state or imply that these are the only activities to be performed by the employee(s) holding this position. Employees are required to follow any other job-related instructions and to perform any other job-related responsibilities as requested by their supervisor.

Employee Signature

Date

Supervisor Signature

Date