

**CITY OF POMPANO BEACH
CLASS DESCRIPTION**

JOB CODE 441

UTILITIES TREATMENT PLANT OPERATOR II

GENERAL

Responsible lead and technical position over an assigned shift in the operation of a water treatment plant. Reports to the Utilities Treatment Plant Supervisor. This position is classified as “Essential” and requires working different shifts, emergencies and overtime. Can fill in for Operations Supervisor.

EXAMPLES OF ESSENTIAL DUTIES

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Operates the processes/equipment at the Water Treatment/Reuse Plants in order to meet compliance requirements and produce high quality drinking water and sufficient volume of quality reuse water.
- Operates pumps, filters, disinfection systems, lime slakers, membranes and other Water Treatment/Reuse equipment and documents their use.
- Supervises, motivates, trains and develops staff.
- Performs routine chemical tests for process control (including jar testing), and housekeeping.
- Responsible for ordering and maintaining needed levels of chemicals and supplies.
- Observes, interprets and documents online data for process control and permit compliance.
- Works closely with Reuse Operators and Maintenance Supervisor.
- Communicate with supervisors, staff, and other shift members to ensure proper communication during and between shift exchanges.
- Incumbent must be proactive and work to provide excellent customer service to internal and external customers.
- Must follow safety procedures and promote a safe work environment.
- Conducts plant tours as needed.
- Works with staff to improve and implement efficiency and processes.
- Assists with development and updating of performance standards, SOPs, Job Safety Analyses and employee work schedules.
- Prepares staff annual performance evaluation.
- Keeps log sheets and prepares operating reports.
- Maintains proper water pressure and water storage levels as required.
- Participates in maintenance, overhaul and making minor repairs to mechanical equipment and reports major breakdowns.
- Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of the principles, practice, equipment and methods used in water treatment and pumping operations
- Knowledge of regulatory and permit requirements related to water plants/reuse plants and distribution systems.
- Knowledge of the occupational hazards connected with water plant and related activities and of necessary safety precautions
- Knowledge of the proper methods of repairing, lubricating and maintaining mechanical equipment such as adjust water pumps, instrumentation, chemical feed machines and other water plant equipment.
- Knowledge of chemistry as applied to water treatment.
- Knowledge of laboratory procedures
- Knowledge of software programs, such as Microsoft Office Suite, maintenance control programs and SCADA preferred.
- Knowledge of treatment plants best practices and maintenance management systems

- Ability to troubleshoot problems and provide solutions.
- Ability to check the operation of equipment and to detect defects in operation.
- Ability to take accurate readings, keep records and to make arithmetical computation.
- Ability to supervise and develop staff using good management and training skills.
- Ability to obtain additional licenses.
- Ability to establish and maintain effective working relationships with the general public, co-workers, city officials, regulatory agencies and personnel and members of diverse cultural and linguistic backgrounds regardless of race, religion, age, sex, disability, sexual orientation or political affiliation.
- Ability to serve the public and fellow employees with honesty and integrity in full accord with the letter and spirit of all city ethics and conflicts of interest policies.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to maintain regular and punctual attendance.

MINIMUM QUALIFICATIONS

High school diploma or equivalent required, college courses work a plus. Must possess a Class “B” Water Operator License; Class “A” Water Operator License desirable. Possession of Wastewater License desirable. Candidates should possess strong written and verbal communications skills. Three years of operating experience. Supervisory experience preferred.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. The noise level in this environment is usually moderate. Work is performed both indoors and outside. Physical abilities include walking, kneeling, climbing, lifting, bending, stooping, pushing and pulling. Ability to perform moderate moving up to 50 lbs. The noise level in this environment is usually moderate but can be intense. Exposure to chemicals (some hazardous), machinery hazards and adverse outdoor weather conditions. Some job duties required personal protective equipment therefore; applicant must be able to pass a pulmonary function medical test. Must have ability to detect differences between colors, including shades of color and brightness.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SPECIAL REQUIREMENTS

Possession of a valid, appropriate driver's license and an acceptable driving record.

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Bargaining Unit: Bargaining

FLSA: Non Exempt

Classification: 23/42

Location: Utility Department

GERS: Regular Class