

DEPARTMENT: ALL APPLICABLE
CLASSIFICATION: COMPETITIVE
APPROVED: FEBRUARY 25, 2021

SENIOR WASTEWATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for assisting in the supervision of safe and efficient operation and maintenance of a Grade 3 or 4 wastewater treatment facility with either an activated sludge or other than activated sludge process plant. General supervision is received from the Chief Wastewater Treatment Plant Operator with leeway allowed for planning work activities and dealing with emergency conditions. Supervision is exercised over subordinate operators, trainees, and technicians. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Assists in supervising the operation of a wastewater treatment plant to insure the most efficient and economical use of equipment, supplies and manpower;
2. Makes daily inspection of plant and plant machinery;
3. Makes or supervises the performance of physical and chemical tests for control of section operation;
4. Supervises the addition of chemicals to the wastewater;
5. Assigns section personnel to shifts;
6. Instructs and supervises operators, trainees, technicians and maintenance personnel in the operation and maintenance of plant equipment, procedures to be taken in emergency situations, safety precautions and the performance and recording of various tests and gauge readings;
7. Requisitions and maintains an inventory of supplies, chemicals and equipment;
8. Maintains records of inspection, preventive maintenance and repair of equipment, periodic gauge readings and required physical and chemical analysis of sludge and wastewater and any unusual occurrences during plant operation;
9. Assists the Chief Wastewater Treatment Plant Operator in the preparation of budget requests.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the practices used and equipment required in the operation and maintenance of wastewater treatment facility with an other than activated sludge process plant; good knowledge of the operations of a modern wastewater treatment plant; good knowledge of the principles and application of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operations; ability to plan and supervise the work of subordinates; mechanical aptitude; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

PROMOTIONAL QUALIFICATIONS: Candidates must be permanently employed in the competitive class and must have served on a permanent basis for two (2) years as a Wastewater Treatment Plant Operator in his/her respective civil division immediately preceding the date of the written examination.

OPEN COMPETITIVE:

Graduation from high school or possession of an equivalency diploma and four (4) years of full-time paid experience as a Wastewater Treatment Plant Operator in a Grade 3 or 4 Wastewater Treatment Plant.

SPECIAL REQUIREMENT:

1. Possession of a Grade 3 Wastewater Operator certificate issued by the New York State Department of Environmental Conservation at time of appointment;
2. Possession of a Grade 4 Wastewater Operator certificate issued by the New York State Department of Environmental Conservation within two (2) years of permanent appointment and for the duration of employment. (This requirement does not apply for the Town of Lewiston.)