

**WEB WATER DEVELOPMENT ASSOCIATION, INC**  
**Position Description: Water Treatment Plant Operator**

**Department:** Water Treatment Plant  
**Position reports to:** Water Treatment Plant Manager  
**Position Status:** Full time  
**Wage Classification:** Full time

**Position Summary:** Performs a variety of duties in the operation, repair and maintenance of the Water Treatment Plant, Intake Pump Station and generation sites. Assists with the collection of water samples and day to day operation and maintenance duties associated with the operation of the 12+ mgd surface water treatment facility and intake site.

**Essential Functions and Responsibilities and Requirements:**

1. Skills and Experience:
  - The position works under the direct supervision of the Water Treatment Plant Manager.
  - This person needs to be a self-directed motivated professional.
  - Class I Water Treatment Certification will be required within 1-2 years, Class II Water Treatment Certification will be required within 3-4 years and Class III Water Treatment Certification would be desired within 4-6 years.
  - Experience is a plus; we are willing to provide training to the right motivated applicant.
2. Duties of Position:
  - The primary responsibility of this position is the day-to-day work with plant staff and completion of the work tasks assigned to the plant staff by the Water Treatment Plant Manager.
  - Make daily rounds at the Treatment Plant and Intake Station to check equipment, develop and maintain a list of items that require attention. Work with plant staff in developing and improving trouble-shooting skills and safety procedures.
  - Perform other related duties as required or directed by the Water Treatment Plant Manager.
  - Perform various laboratory test and quality control monitoring to insure compliance with the water quality standards. Maintain files and records required by the Water Treatment Plant Manager. File regular daily, weekly or monthly reports as requested by the Water Treatment Plant Manager.
  - Promptly report to the Water Treatment Plant Manager regarding any changes in the water parameters and water quality and also any emergency conditions that may occur at the plant.
  - The position will be involved in water treatment and maintenance tasks sharing work responsibility for shift coverage with other Treatment Plant Operators assigned to work at the plant.

- Under the direction of the Water Treatment Plant Manager will implement data gathering, maintenance and repairs, including carpentry, plumbing and electrical work that may be required using a work order assignment system.
  - The schedule of this position will be determined by the Water Treatment Plant Manager based on the needs of the plant and may vary during winter, spring, summer and fall seasons depending on peak water needs and maintenance needs. The plant is operated on a round the clock 24-hour per day with plant operators and relief operators working scheduled rotating 10 hour shifts with on-call and/or 12 hour weekend shifts, with rotating holidays.
3. Physical Requirements:
- The position requires climbing steps, ladders, tanks and towers.
  - Some lifting, pulling, bending and kneeling are involved.
  - Most of the work is performed indoors; however, some facilities are outside which requires work in all kinds of weather conditions.

In addition to salary, there is a full benefit package. Please see the benefit handout.