

TOWN OF CANTON

TITLE: Plant Operator I

CLASS: Exempt

DEPARTMENT: Water Pollution Control Authority

DATE: July 1, 2014

POSITION DESCRIPTION

The Plant Operator I operates and performs general maintenance of instrumentation, electric motors and controls, pumps, pipes, and valves of sewage treatment plant; performs general maintenance of sewer lines, plant facilities, equipment and grounds. Performs work under continued supervision in a training environment. Is required to manage and be responsible for the running of the "Fats, Oils & Grease" Program and perform (F.O.G.) Inspections of Food Preparation Establishments located in Canton.

SUPERVISION RECEIVED

The Plant Operator I will work under the supervision of the Superintendent of the Water Pollution Control Facility and on-job supervision from any operator of higher grade.

ESSENTIAL JOB FUNCTIONS (EXAMPLES)

- Receives oral or written instruction from Superintendent.
- Reads meters and gauges to make sure equipment is working properly.
- Records readings on daily work sheets.
- Reports malfunctions or breakdown of equipment to Supervisor.
- Assists Operator of higher grade in repair and maintenance of equipment.
- Performs routine preventive maintenance work on equipment.
- Assists in maintenance of pump stations and emergency repairs and routine cleaning of sewer lines.
- Assists in maintenance of chemical feed equipment.
- Takes samples for laboratory analysis.
- Performs minor electrical, carpentry, and mechanical work in repairing and maintaining plant and facilities.
- Performs general grounds and plant maintenance work.
- Follows standard safety procedures and regulations.
- Reports tasks accomplished verbally or in writing to Supervisor.
- Need's to receive instruction in, and gradually perform – laboratory
- Need's to be available to work weekends and holidays.
- Need's to be available for emergency on call basis to answer Alarms.

REQUIRED MINIMUM QUALIFICATIONS

- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form. It is required that you hold a High School Diploma or Equivalent and a Certification as a Class I Wastewater Treatment Plant Operator by the State of Ct.

REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS

- Requires the ability to sit at a desk or to stand and work continuously for extended periods of time.

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- Requires full range of body motions, manual and finger dexterity and eye and hand coordination.
- Requires an understanding of plumbing, electrical and mechanical repair work.
- May require additional hours beyond regularly scheduled work day to meet cyclical workload.
- Ability to observe and interpret situations; read and interpret data, information and documents.
- Ability to analyze and solve problems; use math and mathematical reasoning.
- Ability to lift up to 50 pounds.
- Ability to work under stress from contact with public, demanding deadlines and changing priorities and conditions.
- Ability to work varied hours/ days/ night meetings to complete functions.
- Ability to move from Sewer Treatment Plant to Pump Stations easily.
- Ability to get into and out of an automobile or truck.
- Ability to see objects closely as in reading a map.
- Ability to remember multiple task/assignments given to self and others over long periods of time.
- Ability to work in poor weather conditions, including heat, cold, rain, or snow.
- Ability to observe and interpret situations read and interprets data, information and documents.
- Ability to talk and hear, both in person and by telephone.

WORKING CONDITIONS

The work environment characteristics described here are representative of those employees encounter while performing essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is moderate. While performing duties of the job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions or airborne particles.

LICENSE OR CERTIFICATE

- High School Diploma or Equivalent
- Must possess a valid CT driver's license.
- Ct Certification as a Class I Wastewater Treatment Plant Operator by the State of Ct.
- NEWEA Voluntary Collection System Grade I Certification (or ability to obtain within 1 year)

Note: The above description is illustrative only. It is not meant to be all-inclusive.