

WATER PLANT OPERATOR "D"

SUMMARY/PURPOSE:

This is the entry-level class within the Water Plan Operator series who, under supervision, maintains a safe, reliable, and cost-efficient supply of potable water.

DISTINGUISHING FEATURES OF THE CLASS

Employees at this level are distinguished from other the Water Plant Operator levels by the level of certification achieved and the amount of guidance and instruction needed to perform duties as assigned, and are not expected to function with the same amount of knowledge as positions with higher certifications. Positions at this level exercise less independent discretion and judgment in matters related to work procedures and methods. Employees who meet the qualifications for one of the higher classes specified for Water Plan Operators and take and pass the exam to obtain the higher certification, will be automatically reclassified to the higher level operator position.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Other duties may be assigned):

1. Complete regular rounds of all Water Division facilities to ensure proper operating conditions.
2. Control the volume and pressure of raw, intermediate, and treated water to the appropriate points within the water system by monitoring and operating pumps and valves in order to meet demand for finished water.
3. Adjust feed rates of various chemicals as necessary to maintain prescribed dosage rates and meet all applicable standards for potable water treatment.
4. Ensure all phases of the water treatment process are in accordance with applicable standards.
5. Maintain equipment and processes used in treating and delivering water to produce potable water in accordance with all applicable standards.
6. Predict demand for finished, potable water in all water systems served by the City of Duluth.
7. Maintain a sufficient volume and pressure of finished, potable water delivered to all the water systems served by the City of Duluth sufficient to meet their demands.
8. Troubleshoot and correct abnormal operating conditions.
9. Operate and maintain all equipment used in the treatment and supply of water by the City of Duluth.
10. Report transmission or distribution losses to the proper individuals or agencies for correction.
11. Collaborate with other individuals, within and without the City, in order to conduct regular and emergency operations efficiently.
12. Communicate with others, orally and in writing, within and without the City, in a respectful, appropriate manner.
13. Mow lawns, clear snow, and keep grounds in order.

JOB REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

1. Education and Experience requirements:
 - A. Two-year degree in Water Environment Technologies is preferred.
2. License Requirements:
 - A. Possession of a Minnesota Class "D" Water Supply System Operator's Certificate.
 - B. Possession of a valid Minnesota driver's license or equivalent.
 - C. Must obtain a Minnesota Second Class "C" Boiler Operator's License within one

year of appointment and maintain thereafter.

3. Knowledge Requirements:

- A. Knowledge of the methods, tools, equipment, chemicals, and materials used in the treatment of water for consumption.
- B. Knowledge of mechanical systems and plumbing.
- C. Knowledge of chemistry.
- D. Basic knowledge of mathematics.
- E. Basic knowledge of electronics.
- F. Knowledge of safe work practices associated with chemicals, high voltage electricity, large, moving equipment, gasses and liquids under pressure, and other occupational hazards.
- G. Knowledge of microcomputer operation.

4. Skill Requirements:

- A. Skill in troubleshooting, maintaining, and repairing mechanical plumbing, electrical and electronic systems.
- B. Skill in accurately measuring and recording data using various means, including electronic and computers.

5. Abilities Requirements:

- A. Ability to operate an overhead crane.
- B. Ability to read information from and enter information into computers.
- C. Ability to read and interpret information from charts, maps, diagrams, gauges, meters, and computers.
- D. Ability to work shifts and overtime and be available for on-call duty as needed.
- E. Ability to think and act with good judgment during emergency situations, such as unexpected events, power outages, and sudden mechanical failures.

6. Physical Abilities Requirements:

- A. Ability to transport oneself and the tools and materials used in the job to various locations within and without pump stations, the water treatment plant, and the City of Duluth.
- B. Ability to lift and carry up to 100 pounds occasionally with assistance and 50 pounds frequently. Representative tasks include unloading and transporting bagged chemicals and carrying replacement parts and repair tools.
- C. Ability to walk, crawl, push, pull, balance, climb using ladders and stairs, to make routine rounds, unload and transport chemicals, and maintain equipment located at some height above the ground.
- D. Ability to stoop, bend, reach handle, finger, and feel while maintaining equipment.
- E. Ability to talk, hear, taste, and feel, while communicating and diagnosing equipment malfunction.
- F. Ability to see at near, mid, and far ranges and to perceive depth and distinguish

colors. Representative tasks include driving, and making rounds to detect incorrect plant operation.

Anlst: TS	Class: 4425	Union: Basic	Pay: 24	CSB: 20121002
CC: 20121008	Res: 12-0522R	EEOC: Technician	EEOF: Utilities/Transp.	WC: 7520