

JOB DESCRIPTION

CITY OF SULPHUR SPRINGS

JOB TITLE: Surface Water Treatment Plant Operator

JOB SUMMARY: Responsible for the operation of the Water Plant to produce water that is safe to drink, palatable and meets or exceeds all regulations set forth by the Texas Commission on Environmental Quality and the Environmental Protection Agency. Must have the ability to perform duties, including but not necessarily limited to the job functions listed below, as directed by your supervisor in order to maintain an acceptable level of public service.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Perform laboratory analysis to determine characteristics of raw and treated water for plant control and regulatory reporting.
2. Make chemical and mechanical adjustments to maintain water quality.
3. Monitor SCADA (Supervisory Control and Data Acquisition) system to determine and adjust plant flows, filter conditions and flows, water tower levels, etc.
4. Monitor plant equipment such as pumps, motors, valves, meters, instrumentation and electrical equipment to maintain proper operation.
5. Perform maintenance on plant equipment and facilities.
6. Perform housekeeping duties such as sweeping, mopping, washing windows, mowing, weed eating, etc. to maintain plant in a manner that demonstrates our commitment to producing the highest quality water.
7. Fill out plant logs and regulatory reports to determine and record plant conditions and compliance with State and Federal requirements.

REQUIREMENTS:

1. Must have a High School Diploma or G.E.D.
2. Must be able to obtain at least a "C" Surface Water Certificate from the TCEQ within one year. Will require attending training courses in other cities and ability to pass an examination by the TCEQ.
3. Must be able to work holidays, weekends and shift work as required.
4. Must have adequate mathematical skills to calculate chemical dosages, plant flows, capacities, etc.
5. Must be literate in verbal and written communication skills to adequately communicate with the public, regulatory agencies, City officials and co-workers.
6. Must possess a valid Texas Drivers License and abide by all state and local motor vehicle safety laws in order to operate city owned vehicles.
7. Must be able to work effectively in environmental extremes such as heat, rain and cold.
8. Must be physically able to lift a minimum of 50 pounds of weight, stand, sit and walk for extended periods of time to effectively and efficiently perform daily assigned duties.
9. Must be able to follow all safety policies and procedures in dealing with chemicals used in the treatment and analysis of water.
10. Must be able to work alone without supervision and to set your own routine to be able to accomplish all required tasks during an assigned shift.