



# Town of Johnstown

## JOHNSTOWN, COLORADO

### JOB DESCRIPTION

**JOB TITLE:** Water/Wastewater Operator 1

**DEPARTMENT:** Public Works

**FLSA Status:** Non-Exempt

**SALARY RANGE:** \$40,100 - \$58,000

### **SCOPE OF WORK**

The individual in this position will perform intermediate work activities associated with a Class A water/wastewater treatment plant. The general work activities are plant operations, which involve water/wastewater treatment theory/practice, plant equipment operation, maintenance and repair.

### **ESSENTIAL DUTIES / FUNCTIONS**

*The duties listed herein are illustrative of the essential duties of the job and do not include other nonessential or peripheral duties that may be required.*

- Produce potable water for the Town of Johnstown in accordance with all state and federal regulations.
- Produce treated water from wastewater treatment for the Town of Johnstown in accordance with all state and federal regulations.
- Understand water/wastewater treatment theory/technology and apply that knowledge to the water/wastewater treatment process/production.
- Operate a Class A water/wastewater treatment plant which includes: Monitoring of gauges, flowmeters, charts, system controls, etc.
- Conduct water analysis test to ensure safety and water quality by collecting representative samples and testing for contaminants and properties such as color, odor chlorine levels, etc.
- Determine chemical feed rates and adjust chemical dosages.
- Determine and maintain proper flowrates with water consumption demand.
- Maintain treatment records with state and federal regulations.

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- Backwash filters as needed
- Ensure water plant operations are in compliance with operating guidelines and that treated water is safe and acceptable entering the distribution system.
- Ensure wastewater plant operations are in compliance with operating guidelines and that treated water is safe and acceptable entering the state waters.
- Maintain all required records such as operating logs, chemical and repair part inventories, distributes information to internal and external personnel.
- Performs routine preventive maintenance on plant equipment to include, operating adjustments and calibrations on equipment, basic mechanical and electrical work and cleaning, lubricating and replacing equipment parts.
- Performs building and grounds maintenance as needed, including mowing, painting and cleaning.
- Assist Safety Officer with regular safety inspections of plant equipment and facilities and take corrective action.
- Performs corrective maintenance on plant equipment.
- Available to be on call on a 24 hour basis.
- Must obtain a class D operators certification and actively pursue a class A certification.
- Performs other duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Working knowledge of equipment, facilities, materials, methods and procedures used in water/wastewater treatment, repair activities. Working knowledge of maintenance operations, services, and activities as they relate to the operation of the Town water/wastewater treatment plants..
- Ability to express self logically and concisely in both oral and written form.
- Working knowledge of first aid and applicable safety precautions.
- Ability to use equipment and tools safely.
- Ability to lift heavy objects, walk and stand and perform strenuous physical labor under adverse field conditions
- Ability to access and interact with computer control systems.
- Ability to establish and maintain effective working relationships with employees, other departments and the public.
- Ability to correctly apply policies, rules, regulations and procedures.
- Ability to work independently and to complete daily scheduled work activities as required.

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- Ability to understand basic math and chemistry and apply the knowledge to the water/wastewater treatment process.

## **EDUCATION, EXPERIENCE AND TRAINING**

- Graduation from high school or completion of a G.E.D. required.
- At least one (1) year of experience working in water/wastewater treatment or related field.
- Must possess a valid Colorado Drivers license.
- CPR and First Aid certifications, or ability to obtain within one year of hire.
- Class D water/wastewater certification or able to obtain within (1) year.

## **PHYSICAL / WORKING ENVIRONMENT**

*The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of this job.*

- This position includes sitting, standing, walking, crouching, squatting, kneeling, bending, twisting, climbing, and balancing on a frequent to constant basis. Due to the physical nature of this position, sufficient physical stamina, mobility, and dexterity are required, as is the ability to hear and see to safely perform assigned tasks.
- Must be able to frequently lift and or move up to 75 pounds, and occasionally lift and/or move up to 150 pounds.
- Must be able to read and understand Material Safety Data Sheets (MSDS) before handling toxic or caustic chemicals or any other material requiring an MSDS.
- Work is frequently performed indoors. Some outdoor work is performed in inclement weather conditions, with temperatures ranging from over 100 degrees to below zero. While performing the duties of this job, the employee may be exposed to fumes, moving mechanical parts, airborne particles, and vehicular traffic and loud noises.

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