

SENIOR WASTEWATER TREATMENT PLANT OPERATOR (City of Olean)

DISTINGUISHING FEATURES OF THE CLASS: Incumbents assist the Chief Wastewater Treatment Plant Operator in supervising the actual operation of a wastewater treatment plant and also perform duties including the operation of a variety of plant equipment and the performance of laboratory work. This class is distinguished from a Wastewater Treatment Plant Operator by increased supervisory responsibilities as well as a higher degree of independence, initiative and responsibility. This class is distinguished from Chief Wastewater Treatment Plant Officers in that occupants of this position do not have overall responsibility for the safe and efficient operation of the plant. General supervision is received from the Chief Wastewater Treatment Plant Operator with wide leeway allowed for the exercise of independent judgment in planning and carrying out the details of work. Supervision may be exercised over Wastewater Treatment Plant Operators, Wastewater Treatment Plant Operator Trainees, and mechanical and maintenance employees. A Senior Wastewater Treatment Plant Operator does related work as required.

TYPICAL WORK ACTIVITIES:

- Supervises and participates in the operation of all machinery, equipment and processes and helps to ensure activities are done in a safe, efficient, and economical manner;
- Routinely inspects plant and plant machinery;
- Makes or supervises permit sampling and other lab tests;
- May supervise and participate in the treatment and disposal of sludge;
- Supervises and participates in the maintenance and repair of machinery;
- Assigns plant personnel to shifts and submits payroll;
- Maintains records and prepares periodic reports on the operation of the plant;
- Instructs and supervises operators, trainees and other subordinate employees;
- May maintain an inventory of supplies, chemicals, and equipment, and requisitions same;
- Installs sampling equipment at industrial locations, collects samples and maintains records of sampling and flow data;
- May conduct industrial sampling and monitoring as required by discharge permit;
- Investigates industrial and commercial users to determine nature of business, characteristics of wastewater discharged to sewer and compliance with all local ordinances, state and federal regulations;
- Investigates treatment plant upsets and sewer problems such as odors, blockages, oil and grease build up, trace toxic pollutant slugs to determine the source;
- Conducts field test including, but not limited to dye tests, discharge flow monitoring, and sample collection of unusual industrial discharges;
- Conducts routine inspection of all significant and non-significant industrial users, categorical industrial users, food service establishments, and dental facilities for compliance and permitting purposes;
- May issue temporary sewer discharge permits.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of the principles and practices used and the equipment required in the operation and maintenance of a wastewater treatment plant; good knowledge of federal, state, and local laws and regulations applicable to a wastewater treatment plant; good knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; skill in the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to plan, assign, and supervise the work of others; ability to supervise the operation and repair of pumps, valves, and related mechanical and electrical equipment; ability to perform laboratory work in conformance with requirements of certification authorities; ability to read, understand and record data from gauges, scales and meters; ability to make routine laboratory and field tests for control of plant operation; ability to understand and carry out complex oral and written instructions; ability to analyze and organize data and prepare records and reports; ability to communicate effectively both orally and in writing; mechanical aptitude; alertness and dependability; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: At the time of appointment, applicants must be currently certified as wastewater treatment plant operators by the NYS Department of Environmental Conservation. This certification must be at or above the minimum level necessary as prescribed by law (as described in 6NYCRR Part 650 – *Qualifications of Operators of Wastewater Treatment Plants*). At grade 1, 2, 3, and 4 plants, operators must be minimally certified at the 1/1A, 1/1A, 2/2A, and 3/3A levels respectively. At grade 1A, 2A, 3A, and 4A plants, operators must be minimally certified at the 1A, 1A, 2A, and 3A levels respectively. Appropriate certification must be maintained throughout employment.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Adopted: 3/21/13