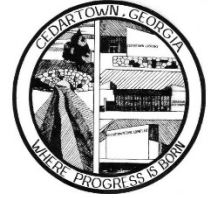


CITY OF CEDARTOWN

201 East Avenue
Cedartown, Georgia 30125
770.748.3220 phone * 770.748.8962 fax
www.cedartowngeorgia.gov



DEPARTMENT: Wastewater

POSITION/TITLE: Chief Wastewater Treatment Operator

SALARY

RANGE: Starting at \$49,420.80 or 23.76 per hour

JOB SUMMARY:

Under the general supervision of the Water & Wastewater Superintendent, a person in this position directs the operation of all wastewater plant operations by testing, maintaining, and reporting on treated materials at the facility. Supervisory control is exercised over all staff working in relation to the operation and maintenance of the wastewater facility.

JOB FUNCTIONS:

- Coordinates EPA/EPD sponsored Industrial Pretreatment Program by performing the following functions in order to assist industry in the pretreatment process: prepares discharge permits, inspects local compliance with state, federal and local laws, and provides operation monitoring reports.
- Coordinates EPA/EPD sponsored sludge, recording the volume of sludge processed, and preparing annual reports in order to control and monitor discharge from municipal plants. Meet with EPD inspectors.
- Accompany EPD personnel inspecting local industries and sludge application sites. Checks the various plant components, such as; screens, filters, pumps, motors, blowers, chemical feeders, lift stations, and related process and monitoring equipment by checking gauges, meters, belts, chains, and other instruments to ensure proper operation.
- Conducts tests as required on the plant influent and effluent and various process units, by physically inspecting the relevant instruments to ensure the plant is operating at its maximum efficiency.
- Prepares monthly and/or requested reports for EPD and any other regulatory agency by arranging, analyzing, and presenting wastewater data to ensure compliance with various laws/rules. Authority to sign purchase orders as necessary. Assist Director with annual budget. Scheduling of sample dates and preparing monthly reports of any entities under contract.

Supervisory/Regulatory:

- Supervises work performed regarding wastewater operations and maintenance by assigning, reviewing, and inspecting the duties and completed work of subordinate personnel. Instructs trainee-level operators in their duties and responsibilities concerning operation of the wastewater treatment plant and facilities through instruction and example.
- Answers emergency calls concerning power failures and other contingencies relating to the wastewater plant by either responding in person or delegating a subordinate to deal with

- emergency situations.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

- The following standards express the minimum background of training and experience desirable as evidence of an applicant’s ability to qualify for positions in this class. Other training or experience, if evaluated as equivalent, may qualify the applicant for the position.
- Completion of a standard high school course of study or its recognized equivalent.
- Experience as a Wastewater Pollution Control Plant Operator Class I.

- Health Insurance
- Dental, Vision & Disability Insurance (voluntary)
- Retirement
- Paid Holidays
- Paid Annual Leave
- Paid Sick Leave
- Paid Personal Leave
- City Paid Life Insurance

APPLICATION
DATE POSTED: 12.08.2023 **DEADLINE:** until filled

For a detailed Job Description, please contact Stephanie Rooks at 770.748.3220