


The City of Senoia	
Title: Water Plant Operator	
Status: Non-Exempt	

JOB SUMMARY

The purpose of this position is entry level work of routine difficulty in the operation and care of a variety of water treatment plant equipment and facilities on an assigned shift. Work involves proper operation and regulation of plant equipment so that end products meet the quality standards of the federal, state and county regulatory agencies.


This position works under close to general supervision according to set procedures but determines how or when to complete tasks.

This job description is not designed to cover or contain a comprehensive listing of essential functions and responsibilities that are required of an employee for this job. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice.

MAJOR DUTIES

The essential functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions related to the type of work as necessary.

- Perform daily chemical analyses, in accordance with state mandated requirements and federal guidelines for alkalinity, pH, hardness, fluoride, chlorine, color, turbidity, temperature, chlorides, and LSI.
- Maintain a neat and clean work area including chemical feeders, laboratory areas, and plant grounds.
- Maintain and wear proper safety apparel.
- Maintain plant machinery; perform minor repairs on pumps and chemical feeders as needed utilizing sound judgment.
- Read a variety of charts and meters, keep accurate log sheets and prepare reports.
- May participate in instructing and familiarizing trainees and newly hired operators with the various aspects of plant operation.
- May supervise maintenance workers engaged in routine plant operations.
- Transmits special operating procedures and instructions to subsequent shifts.
- Respond to customer complaints.
- Flush water lines and perform other distribution system operation and maintenance tasks as needed.
- Performs other related work duties as assigned.

The City of Senoia	
Title: Water Plant Operator	
Status: Non-Exempt	

KNOWLEDGE, ABILITIES, & SKILLS

- Knowledge and understanding of state and federal laws governing the operation of water treatment and distribution facilities.
- Knowledge of water treatment methodologies and techniques; including techniques of sampling and testing to ensure water quality.
- Knowledge of the handling and application of the chemicals necessary to maintain a safe water supply.
- Skill in the use of equipment associated with water treatment including meters, pumps, and testing equipment.
- Knowledge of water system operations.
- Knowledge of laboratory procedures.
- Skill in oral and written communication.

PHYSICAL DEMANDS

The work is typically performed while sitting, standing, walking, bending, crouching, or stopping. The employee must lift light and heavy objects frequently, climb ladders, use tools or equipment requiring a high degree of dexterity, and the ability to distinguish between shades of color.

WORK ENVIRONMENT

The work is typically performed in an office, stockroom, warehouse and outdoors. The employee may be exposed to noise, contagious or infectious diseases, irritating chemicals, and occasional cold or inclement weather.

MINIMUM QUALIFICATIONS

- Requires High School graduation or GED equivalent.
- Requires experience in the operations of a water treatment plant or on the job training; or an equivalent combination of education, training and experience.
- Must possess a Georgia Drinking Water Operator License Minimum Class 3
- Must possess and maintain a valid state driver’s license with an acceptable driving history.

This position description does not constitute an employment agreement between The City of Senoia and an employee and is subject to change by the City as its needs change.