



**Job Title:** Wastewater Treatment/Sanitary System Operator  
**Department:** Water / Wastewater  
**FLSA Status:** Non-Exempt, Hourly, Full Time  
**Revised Date:** 1/6/21 (Council Approval)

### **Accountability**

Under the direction of the Water/Wastewater Director.

### **Job Summary**

Performs a variety of semiskilled and skilled work in the daily care and maintenance of the City's wastewater pre-treatment and treatment system, including its facilities, grounds and equipment.

### **Essential Job Functions**

Sanitary Collection System: responsible for lift station operations, maintenance and record keeping; meter reading; manhole inspections; sanitary sewer line inspections; repair recommendations; sewer line camera operations and jetting with assistance from department employees; locating city sanitary sewer lines and private sewer lines; general repairs.

Wastewater Pretreatment Plant: responsible for operations and maintenance, repairs, cleaning, operating adjustments, preventative maintenance, of all pumps and lift stations; bar screen and mechanical bar screen operations and maintenance; solids disposal; grit system and grit removal; boiler operations; digester operations and land application of bio solids; sludge drying beds; building cleaning upkeep, maintenance and inspections; NPDES sample collection; equipment maintenance, repair, and replacement.

Wastewater Secondary Treatment: responsible for operating all valve controls, trickling filters, primary clarifier, final clarifier, lift stations; equipment and buildings maintenance and repairs; cleaning; inspections; sample collection and analysis; UV light system; set up samplers; record keeping of operations of equipment; meter readings; structure cleaning; trouble shooting all operations; preventative maintenance.

Wastewater NPDES Requirements: responsible to set up all 24-hr samplers; collect all required grab samples; analyze samples/perform tests; record and enter data; lab work; order lab chemicals; follow permit requirements; send out samples for outside labs; record water usage, flows and hours; make equipment adjustments from lab data for operations; submit data for NPDES quarterly reports.

Wastewater and Water Grounds and Equipment: responsible for maintenance and repair of all wastewater treatment buildings and equipment; grounds upkeep; painting.

Reverse Osmosis (RO) Water Plant: responsible for collecting samples and monitoring NPDES discharge at the water treatment plant; general operating procedures for the RO Plant.

Regular and reliable attendance; other duties as assigned.

### **Knowledge, Abilities and Skills**

Knowledge of operating procedures, pumps, equipment repairs, lift stations, sanitary collection, wastewater treatment, lab analyzing equipment, SCADA systems, equipment maintenance and operations, record keeping, filing reports; basic knowledge of mathematics and computer applications and spreadsheets; works in adverse weather conditions and confined spaces; lifts 50 lbs.; operates trucks, light equipment, various hand and power tools; carries, pushes and pulls a variety of tools, equipment and materials; stands, walks, climbs, balances, stoops, kneels, sits, reaches, bends, crouches varying periods of time; works in areas of strong and sometimes offensive odors; works evenings/weekends as needed; works irregular hours for snow removal and emergency repairs; rotates on-call duty with members of department; oral and written communication skills to effectively communicate on a daily basis with the public, coworkers and other departments.

### **Education and Experience**

Graduation from high school or equivalent; course work from a college or university, or technical school with major course work in environmental science, environmental engineering or related fields; one year of experience with various computer programs and functions; two years of experience in wastewater treatment plant operations; two years of experience in equipment repairs, vehicle and equipment operations; any combination of experience and training;

Nebraska Grade III Wastewater Certification; a Nebraska Grade II Water Certification; possession of a valid Class B Commercial Driver's License with a tanker endorsement or ability to obtain within six (6) months of hire.

**Note:** *The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.*