



Job Title: Wastewater Treatment Plant Operator

Department: Public Works

Reports To: WWTP Operations Supervisor

Salary Range: \$20.58 - \$30.87

Hiring Range: \$20.58 - \$25.72

Job Status: Regular, Full-Time	FLSA Status: Non-Exempt	Town Status: Classified
Origination Date:	Revision Dates: 12/10/2007; 3/9/2010; 9/14/2010; 8/3/12, 09/27/22	

JOB SUMMARY

Under the direction of the Wastewater Operations Supervisor, operates, maintains, monitors, installs and/or repairs facilities, including wastewater treatment, wastewater collections and reclaimed water s systems. Performs assigned tasks such as taking samples, recording meter readings and performing maintenance and repair work on pumps, electric motors, valves and other equipment.

ESSENTIAL FUNCTIONS

- Performs assigned daily rounds to maintain system integrity including, but not limited to, reading and interpreting meters and gauges, etc.
- Performs assigned daily operations including, but not limited to, controlling pumps, valves and other equipment, adjusting meters and gauges and controlling chemical dosing.
- Performs assigned daily tasks including, but not limited to, monitoring, taking samples, performing chemical and biological laboratory analyses, recording well water levels, and assisting in record keeping. Performs assigned daily tasks to maintain compliance schedule in accordance with the associated permits.
- Assists with general site maintenance duties including, but not limited to, cleaning basins, cleaning/changing filters, inspecting tools and equipment and cleaning of plant process buildings and areas.
- Assists with routine cleaning, repair, inspection, vector control, disinfection, and maintenance of wastewater collections system.
- Follows industrial safety practices, hazardous materials handling procedures and standard operating procedures.
- Performs all work duties and activities in accordance with department and/or Town policies and procedures.
- Works in a safe manner and reports unsafe activity and conditions. Follows Town-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the Town’s Health and Safety Manual.

MINIMUM QUALIFICATIONS

- High School Diploma or General Equivalency Degree (G.E.D.).
- One year of qualifying experience as a Grade 1 operator or the equivalent of a Grade 1 operator with knowledge of wastewater treatment processes and applications in another jurisdiction.; OR
- Any equivalent combination of Formal Education and Experience sufficient to perform the Essential Functions.
- Valid Driver’s License required; Arizona Driver’s License required within ten days of hire. A



Commercial Driver's License (CDL) is required within 12 months of hire.

- Due to potential exposure to asbestos, wastewater, raw sewage and/or sharps (discarded needles/syringes) products, requires completion of OSHA's Bloodborne Pathogen training within 90 days of hire. Town will also offer, at Town's expense, the Hepatitis B series of vaccinations
- Requires Grade 1 Water or Wastewater Certificate within 12 months of hire.
- Must be able to pass a thorough background investigation.

PREFERRED QUALIFICATIONS

- Job-related coursework from a community college, vocational, technical, or business school.

REQUIREMENTS

- Valid Driver's License at time of hire. Obtains Arizona Driver's License (Class D) within ten (10) days of hire. Arizona Commercial Driver's Permit within one 18 months of hire and Arizona Commercial Driver's License (Class B within 2 years of hire).
- Due to potential exposure to asbestos, wastewater, raw sewage and/or sharps (discarded needles/syringes) products, requires completion of OSHA's Bloodborne Pathogen training with ninety (90) days of hire. Town will also offer, at Town's expense, the Hepatitis B series of vaccinations.
- Requires Grade 1 Water or Wastewater Certificate within 12 months of hire.
- Valid ADEQ Grade 1 wastewater treatment required with ADEQ Grade 1 operator collection in wastewater collections desirable; with the understanding that the employee must obtain ADEQ Grade 2 certification in wastewater treatment within 2 years of hire. Must maintain certification(s) in good standing per A.A.C. R18-5-107.
- Must be able to pass a thorough background investigation.

This job description does not constitute an employment agreement between the Town of Sahuarita and the employee and is subject to change by the Town of Sahuarita as needed.

Management's vision is for all employees to embrace, support, and promote the Town's values, beliefs, and culture, which include but are not limited to the following expected behaviors:

- High ethical standards
- Active participation in teamwork
- Strong safety principles and safety awareness
- Provide outstanding customer service to internal and external customers

THE TOWN OF SAHUARITA IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE TOWN WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGES BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH A MEMBER OF THE HUMAN RESOURCES DEPARTMENT