



City of Laurel	Job Description
Job Description Title: Water Treatment Plant Operator I	FLSA Status: Non-Exempt / Union
Accountable To: Utilities Superintendent	Position Status: Regular Full-Time

Job Summary:

Under general direction, performs semi-skilled and some skilled work in the operation and maintenance of the Water Treatment Plant and facilities; Work varies, individual judgment within prescribed standards and procedures is required.

Scope of Responsibility:

This position reports directly to the Water Treatment Plant Chief Operator.

Essential Duties and Responsibilities:

- Ability to read, write and follow instruction manuals;
- Physical demands include lifting up to 50 pounds (greater with assistance), bending, stooping, crawling and climbing;
- Work performed where there is an exposure to chemicals and acids;
- Possess a valid Montana Operator's License.

Major Areas of Accountability and Performance:

- Assists in the operation of the Water Treatment Plant as a relief operator and/or operator in training;
- Performs various tasks in the maintenance of the plant and equipment; obtains, tests, and analyzes samples to assure the established standards of quality are maintained;
- Adds chemicals as needed;
- May fill weekend assignments or cover for an Operator II while in their absence or on rotation;
- May operate light and medium equipment, mow, irrigate, and assist with plant maintenance of pumps, lines, gauges, etc.;
- May perform the tasks of a Maintenance Worker II;
- May be required to respond to emergency after hour calls;
- Performs other duties as may be assigned;
- Initiates routine operational records and prepares test results, tabulations, and summary reports;
- Uses equipment or material requiring care to assure against breakdown or deterioration;
- Position requires employee to perform a multitude of movements of which a physical effort of climbing, stooping, bending, and lifting up to 50 pounds (greater with assistance) is required;
- Requires contact with chemicals and undesirable physical conditions;

- Hazards are moderate requiring care and use of proper safety equipment and procedures to prevent injury;
- Contact with the public is limited;
- Requires contact with fellow employees and other departments.

Supervision - Responsibility for Work of Others:

- None.

Education, Training and Experience Requirements:

- Graduation from high school or its equivalent and some work experience;
- Shall work toward the obtaining of Water Treatment Certification within one year of employment;
- Possession of a valid Montana Operator's License;
- Mechanical experience helpful.

Examples of Performance Criteria and Qualifications:

- As relief operator, makes regular prescribed rounds of the plant, taking samples and/or readings as may be required and recording the results;
- Adding chemicals as required;
- Assures that treated water is produced at or above required levels and standards;
- May operate light or medium equipment, mowers, etc.
- Performs housekeeping duties and assists in the maintenance of the plant and equipment as directed;
- Performs other duties as may be required.

Approved by:

Mayor