

DEPARTMENT: WASTEWATER TREATMENT PLANT
CLASSIFICATION: COMPETITIVE
APPROVED: JUNE 20, 2014

CHIEF WASTEWATER TREATMENT PLANT OPERATOR
(North Tonawanda)

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for supervising the safe and efficient operation and maintenance of a Grade 4 wastewater treatment facility with an other than activated sludge process plant. General direction is received from the Superintendent of Wastewater Facilities with leeway allowed for planning work methods and dealing with emergency conditions. Supervision is exercised over operators, trainees, and process personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Supervises the operation of the plant to ensure the most efficient and economical use of equipment, supplies and manpower;
2. Interacts with the scheduling of operations, maintenance and laboratory processes;
3. Makes daily inspection of plant and plant machinery;
4. Makes or supervises necessary tests for control of plant operation;
5. Participates in maintenance planning, including equipment replacement and modifications;
6. Prepares monthly performance reports, including resource usage and projections;
7. Supervises the treatment and disposal of sludge;
8. Assigns plant personnel to shifts;
9. Instructs and supervises operators, trainees and other subordinate employees;
10. Maintains and requisitions inventory of supplies, chemicals and equipment;
11. Prepares budget requests;
12. Maintains records and prepares periodic reports on the operation of the plant;
13. Ensures the plant is in compliance with all safety rules as stated in the Code of Federal Rules and Regulations.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices used and equipment required in the operation and maintenance of wastewater treatment facility with an other than activated sludge process plant; thorough knowledge of the operations of a modern wastewater treatment plant; good knowledge of the principles and application of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan and supervise the work of subordinates; mechanical aptitude; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

PROMOTIONAL QUALIFICATIONS: Candidates must be permanently employed in the competitive class and must have served on a permanent basis for two (2) years as a Senior Wastewater Treatment Plant Operator or seven (7) years as a Wastewater Treatment Plant Operator immediately preceding the date of the written examination.

SPECIAL REQUIREMENT:

1. Possession of a Grade 3 Wastewater Operator certificate at time of appointment.
2. Possession of a Grade 4 Wastewater Operator certificate issued by the New York State Department of Environmental Conservation within one (1) year of permanent appointment and throughout employment.