

LIMESTONE COUNTY WATER & SEWER AUTHORITY

Job Title:	Grade IV Water Treatment Plant Operator	Job Category:	Laborer
FLSA Status:	Non-Exempt/Hourly	Position Type:	Full-time (40 hours/week average)

Job Purpose:

Operation of a Grade IV Water Treatment facility with the goal to meet or exceed all regulatory requirements.

ESSENTIAL DUTIES

Plant Operations:

- Execute operation of all instrumentation and controls for chemical feeds and plant operation.
- Operate in accordance with all rules and regulations of USEPA and ADEM.
- Regulate and monitor instrumentation for the untreated water flow, clearwell level, water flow rate of filters, finished water flow, chemical feeders, sludge collectors, flocculators, turbidity, and levels of finished water storage tanks and towers.
- Calculate and record total, average, maximum, and minimum chemical usage and raw and finished water usage for daily and monthly operational reports.
- Record results of gallons pumped and lab equipment test results of carbon dioxide, raw water alkalinity, temperature, turbidity, and pH, along with finished water alkalinity, turbidity, and pH and chlorine residual test.
- Check and maintain equipment, including pumps, motors, chlorinator valves, chemical feeders, gauges, flocculators, and backwash filters; add appropriate chemicals as needed.
- Observe chemical reactions associated with the coagulation process to ensure proper sedimentation occurs and check for chlorine leaks and electrical or fire hazards.
- Operate county vehicles as needed.
- Operate manual crane to remove and set up chlorine cylinders.
- Load and unload chemical totes being delivered.
- Assist chemical truck drivers in offloading of water treatment chemicals such as aluminum chlorohydrate, sodium permanganate, or sequestering agents.
- Receive and verify receipt of chemicals and supplies.
- Perform related work as required.

Maintenance skills:

- Perform general equipment and facility maintenance tasks associated with keeping a water treatment facility functioning at maximum capacity.
- Assist maintenance staff in carrying out work tasks while they are on site.
- Perform daily inspections of all plant equipment.
- Performs general housekeeping that includes but is not limited to: mopping and waxing floors, changing lights, cutting grass, knocking down cobwebs, and washing windows.
- Wash down of any basins, tanks, or filters as required.
- Monitoring of and cleaning site storm drains per regulatory requirements.

QUALIFICATIONS

Education/Experience:

- High School Graduate or GED required
- A minimum of 18 months of experience in related water or wastewater treatment plant operations is required.
- Grade IV Water issued by the Alabama Department of Environmental Management or the ability to obtain one through reciprocity within a 3-month timeframe is required.

Skills/Knowledge:

- Good knowledge of the principles, practices, materials, and equipment used in water filtration
- Good knowledge of laboratory procedures, mechanical and electrical maintenance, and the tools and equipment used for such maintenance
- Ability to read meters and charts
- Good knowledge of the principles and practices involved in the operation of large electric motors, pumps, chemical feeders, and other electrical and mechanical equipment
- Ability to diagnose and remedy abnormalities in the routine operation of mechanical, electrical, and hydraulic equipment
- Perform mathematical computations rapidly and accurately
- Ability to work under dangerous conditions
- Effective working relationships with co-workers and customers
- Work independently with accountability for accurate and complete results
- Excellent time management skills
- Have strong attention to detail
- Work well both independently and in a team environment
- Communicate well; listen, verbal, written
- Analyze information and respond appropriately
- Manage time wisely and prioritize tasks
- Work well under pressure
- Take Initiative when needed

Attributes:

- Professional appearance and manner
- Works with safety as a priority
- Desire and ability to learn
- Honest and trustworthy
- Extremely organized
- Strong work ethic
- Self-motivation
- High energy
- Dependable
- Respectful
- Flexible
- Positive

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Lift items weighing over 40 pounds.
- The employee in this class is frequently exposed to possible chemical contamination of hazardous materials.
- Ability to walk over catwalks to inspect the raw water conditions during the treatment process.
- Ability to climb steps, ship's ladders, and ladders to access the catwalks and platforms above the treatment process basins and tanks.

Other:

- Must possess a valid driver's license.
- Reports to the Operations Officer/Manager

Scheduling requirements:

- Available to work different shifts and willing to work non-standard hours, holidays, and weekends.
- Regular and punctual attendance is required.
- For those working the float shift, the hours are subject to change at any time. If weekend schedules are going to be worked for other operators with pre-planned time off, the floater needs to adjust their weekday hours to finish off with a 40-hour work week if possible. 30-minute lunches are built into the normal schedule, with the exception of the days that you are covering a shift by yourself.
- Day shift (6 am to 6 pm) / Night shift (6 pm to 6 am)
- No swapping or schedule changes are allowed under any circumstances outside of scheduled or emergency time off.
- If the float shift is unavailable at any time due to staffing shortages in the future, day or night shift operators will resume the normal 12-hour shift on Tuesday.
- In the event a shift cannot be worked based on pre-planned time off or sick with a doctor's excuse, it is the alternating person at the same plant and on the same day or night shift that is required to cover.
- If the alternating person cannot cover (based on a legitimate excuse), the floater must cover for them.
- Personal day-to-day activities are not legitimate excuses. Legitimate excuses are pre-planned time off (minimum three weeks' notice) that has been marked on a calendar, sick with a doctor's excuse, or a qualifying family emergency.
- Unplanned time can be taken as long as it is not repetitive, more than 2 days consecutive, and another operator has agreed to cover the shift. Unplanned time is considered anything without a three-week notification period. If coverage cannot be provided, the operator will be required to cover their shift.
- Any operator (regularly scheduled or floater) that leaves the plant to run errands (outside of the floater during their 30-minute lunch period) when there is another operator present is required to clock out and clock back in upon return. Vacation must be submitted for the time offsite. Violations will be handled according to disciplinary guidelines in the employee handbook.
- No pets are allowed to be brought to either plant sites at any time (including weekends), with no exceptions. This will serve as the initial/verbal warning as defined in the employee handbook.

Created By:	Daryl Williamson / Alan Lash	Date Created:	February 8, 2024
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I certify that I can perform all the assigned duties with or without reasonable accommodation.

Employee Signature

Date