



## Job Description

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Department: Water Treatment Plant

Classification: Non-Exempt

Job Title: Plant Operator – Class A, B, C or D

Reports to: Water Treatment Plant Manager

Date job description last updated: February 2024

### GENERAL DESCRIPTION OF DUTIES:

This position performs a variety of skilled technical duties and semi-skilled labor related to the operation and maintenance of the City's water treatment plant including water production, treatment and storage. Also requires maintenance of raw water conveyance systems. Plant operators are expected to perform with increasing independence and to handle issues of greater complexity and responsibility levels as certification increases. As a member of the public works organization, this position may be called out to assist with other City infrastructure maintenance and improvement projects from time to time. Must be able to work nights, shifts, holidays, weekends as assigned.

### REPORTING RELATIONSHIPS:

Reports to the Water Treatment Plant Manager; From time to time may take direction from the Public Works Director or Manager on special projects. Exercises supervision over laborers and/or trainees, as needed.

### ESSENTIAL DUTIES:

The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. The City of Salida retains the right to modify or change the duties or essential and additional functions of the job at any time.

- Performs operation of the Water Treatment Plant to include the collection of raw water, the operation of headgates, coagulation, flocculation, clarification, filtration, chlorination.
- Collects samples for laboratory analysis, interprets results for compliance purposes.
- Monitors and changes chlorine cylinders and polymer barrels as necessary.
- Backwashes filterbeds, based on plant performance.

- Maintains equipment, building and grounds in a clean and orderly manner by cutting and pulling weeds, mowing grass, shoveling snow and other miscellaneous duties, i.e., maintains ditches and headgates.
- Changes charts and recording sheets; inspects motors and pumps, bearing and gear boxes for overheating and proper lubrication, reads master meters for augmentation accounting.
- Maintains records and reports on daily plant activity, which includes all chemical usage, flow rates and laboratory analysis and reports it to manager, and/or records in computer systems.
- Performs other work as needed or as directed by manager.

### **EDUCATION AND EXPERIENCE:**

High School Graduate or equivalent. Progressive level of certification and experience, as follows:

- Class A category requires possession of a current Colorado Class A Water Operators A License. Also a minimum of 5 years related experience or approved equivalent combination of education and experience.
- Class B category requires possession of a current Colorado Class B Water Operators B License. Also a minimum of 3 years related experience or approved equivalent combination of education and experience.
- Class C category requires possession of a current Colorado Class C Water Operators C License. Also a minimum of 3 years related experience or approved equivalent combination of education and experience.
- Class D category requires actively working towards and/or possession of a current Colorado Class D Water Operators License.

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

- Must be able to perform basic computer skills including Microsoft products such as Word and Excel.
- Basic understanding or use of a SCADA or HMI systems a plus.
- Knowledge of principles of chemistry and biology as applied to water purification; water purification procedures and methods; and standard principles of hydraulics and plumbing. Ability to keep calm and respond appropriately during a power outage, hazardous chemical spill, or other emergency situations. Ability to work independently and in a team environment
- Ability to calculate figures and amounts such as proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry. Must have strong mathematical aptitude to compute dosages and flows.

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.
- Ability to communicate effectively verbally and in writing including being able to answer questions and provide information to the public, respond to and resolve complaints.
- Ability to establish and maintain effective working relationship with employees, other government agencies and the public.

#### ENVIRONMENTAL AND PHYSICAL CONDITIONS:

Must have the ability to handle 150 pound chlorine cylinders; must be able to lift/push/pull 50 pounds. There are times you need to be able to maneuver pumps and motors and other equipment. Continuous physical effort involving standing, stooping, bending, lifting, climbing ladders, operating and maintaining equipment, etc. Constant work activity generally producing fatigue at the end of the workday. Uncomfortable or hazardous working conditions on a day-to-day basis, exposure to harmful noise, fumes, odors, heat, dust, temperature extremes, materials, tools, chemicals, deadly gases, etc. Personal protective equipment often required and used while on the job. The hazardous work areas are identified and precautions should be taken in these areas, as well as constant safety-minded efforts should be taken. As in any water industry there are always potential hazards that can cause slips and trips, special attention needs to be given in all areas of the facility.

#### PAY/SALARY RANGE:

Operator Class D \$38,958 to \$54,558 Annually. Hiring range up to \$46,758.

Operator Class C \$45,375 to \$63,526 Annually. Hiring range up to \$54,450.

Operator Class B \$51,304 to \$71,825 Annually. Hiring range up to \$61,564.

Operator Class A \$56,596 to \$79,248 Annually. Hiring range up to \$67,932.

#### GENERAL DESCRIPTION OF BENEFITS:

The City offers a full benefits package for this position including medical/dental/vision insurance plans, 401(a) and 457 retirement plan options with employer match, Personal Time Off accrual, life insurance, short-term and long-term disability benefits, and a swim benefit at the Salida Hot Springs Aquatic Center.