

# **WATER PLANT OPERATOR/TRAINEE** updated 10/5/23

## **DEFINITION**

Performs a variety of activities in repairing, maintaining and cleaning the City's water plant; performs other duties as required to protect the interests of the City of Moore Haven.

## **DISTINGUISHING CHARACTERISTICS**

The **Water Treatment Plant Operator Trainee** class exists to learn the operational control and maintenance skills necessary to become a Water Plant Operator. There is a wide range of work tasks and duties under the daily supervision of the Water Plant Operator with overall supervision by the Director of Public Works. This class is not part of the Utilities Maintenance Worker series, but may assist Maintenance Workers in the performance of duties.

## **SUPERVISION RECEIVED**

By the general nature of the position's routine and daily activities, close supervision should not be required nor expected after a successful completion of the trainee program and receipt of a Water Plant Operator's license

## **ESSENTIAL DUTIES**

Assists in or performs a variety activities related to painting, cleaning, plumbing, and general maintenance for the water plant; Logs and interprets readings from meters, gauges, charts, and instruments. Controls filter operations including backwashing, interpretation of performance, and control through flow, loss of head and turbidity data. Brings mechanical or process deficiencies to the attention of the Water Plant Operator. Unloads, stores, and uses various chemicals and equipment. Demonstrates continuous effort to improve operations, streamline work processes, and work cooperatively and jointly to provide quality customer service. Cleans and organizes assigned work area and equipment. maintain basic maintenance records; maintain effective working relationships with others. Responsible for the safety of self, coworkers, and general public by wearing and using the proper safety equipment in the performance of duties.

## **OTHER DUTIES**

In unusual circumstances within the City's Public Works Departments, the trainee may be required to perform any task associated with public works. These may include, but are not limited to, meter reading, garbage collection, water line repairs, electric repair, and parks or building maintenance.

## **QUALIFICATIONS**

### ***Experience/Education***

Sufficient experience and education to understand verbal and written directions from supervisor and written instructions concerning maintenance of water plant facilities, and working with a variety of chemicals, hand tools, power tools. A typical way of obtaining the required qualification is to possess a high school diploma and some utility experience.

### ***Knowledge/Skill/Ability***

The Water Plant Operator Trainee is expected to possess demonstrated knowledge of and skill in safely using appropriate tools and equipment in constructing, maintaining and repairing City facilities; basic arithmetic such as addition, subtraction, multiplication, division, and basic algebra. Ability to perform manual labor; work with others; follow verbal and written directions; Read, comprehend, and interpret written material such as operation and maintenance manuals, equipment manuals, and Material Safety Data Sheets (MSDS); observe or monitor machinery and equipment to determine compliance with prescribed operating and safety standards; learn job-related material through oral instruction, structured lectures, reading and observation in an on-the-job setting; operate or learn to operate a variety of light motorized equipment; practice safe work procedures; work cooperatively with other city employees.

### ***Working Conditions***

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when operating power tools, vehicles and equipment. The need to lift and push pool chemicals, trash cans, building materials, and other equipment and supplies weighing up to 80 pounds is also required. Additionally, the incumbent in this position works in all weather conditions including wet, hot and cold. The incumbent may use spraying and cleaning ingredients, exposing the employee to fumes, dust and air contaminants which may cause eye and skin irritation. The nature of the work also requires the incumbent to climb on ladders, use power, noise and vibration producing tools and equipment, drive motorized vehicles and equipment and work in heavy vehicle traffic conditions which subjects the employee to mechanical and electrical hazards.

### ***License/Certificate***

Possession of a Class E Florida driver's license required. Incumbent will be required to successfully complete the Water Operators Certification Course within 1 year.

### ***Work hours***

Normal 7:00 am to 4:00 pm with 1 hr for lunch. Overtime may be required.

### ***Salary Range***

DOE/DOQ- to be determined at hiring