

NEW CASTLE COUNTY GOVERNMENT

Number 1305

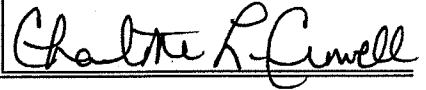
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CLASS SPECIFICATION

Date 04/29/08

Title: SENIOR WASTEWATER TREATMENT PLANT
OPERATOR

Approved:



GENERAL STATEMENT OF DUTIES: Operates and supervises the operation, repair, and maintenance of wastewater treatment plants and associated facilities; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class operates and supervises the operation, repair, and maintenance of wastewater treatment plants and associated facilities, including their structures, equipment, and grounds in compliance with applicable permit requirements. This employee also supervises personnel in the performance of operational, repair, and maintenance duties. This employee receives on-the-job training and must successfully complete New Castle County training requirements, including classroom and/or individual study instruction and periodic proficiency testing. Failure to demonstrate proficiency as determined by written or performance testing will result in demotion to a suitable position, if available. This employee works under general supervision and must use reasonable care, judgment and application of their knowledge in the performance of their duties.

EXAMPLES OF WORK: (Illustrative Only)

- Serves as the designated Operator-in-Charge of any treatment plant requiring a State of Delaware Class IV Wastewater Treatment Facility Operator's license;
- Directs the work of Wastewater Treatment Plant Operators and Trainees, Maintenance and Construction Workers, and other personnel;
- Evaluates physical, chemical, and biological tests and, on that basis, takes necessary action to correct any unsatisfactory conditions;
- Records and interprets readings of meters and gauges;
- Collects and makes tests on samples, including sample compositing procedures;
- Responsible for overall plant operations, maintenance, repairs, and appearance;
- Supervises the maintenance and repair of all equipment;
- Maintains or supervises the maintenance of records by Wastewater Treatment Plant Operators and Trainees;
- Attends training courses in the operation of wastewater treatment plants and associated facilities;
- Writes reports as required;

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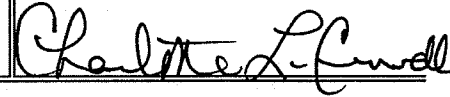
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Date 04/29/08

CLASS SPECIFICATION

Title: SENIOR WASTEWATER TREATMENT PLANT
OPERATOR

Approved:



- Acts as individual in direct responsible charge of a wastewater treatment plants as required;
- Recommends and/or administers discipline in accordance with County policies;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that internal and external customers are provided with the highest quality of service;
- Operates a personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of the functions, repair, and servicing requirements of wastewater treatment equipment, machinery, and facilities; thorough knowledge of physical, chemical, and biological processes as they pertain to the treatment of wastewater; thorough knowledge of the processes involved in the purification of water; ability to inspect, detect flaws and defects, and direct repairs as required to the machinery and mechanical equipment of treatment facilities; ability to read, record, and interpret flow meter readings and charts; ability to maintain daily records; ability to perform tests for plant control and permit requirements; mechanical aptitude; ability to supervise others.

MINIMUM QUALIFICATIONS: Completion of two years in a standard college curriculum in engineering or allied subjects and four years of operating experience in Class III or higher wastewater treatment plant, two years of which must have been in a position of major responsibility (DRC) as defined by the State of Delaware; or possession of a high school diploma or GED certificate and eight years of operating experience in Class III or higher wastewater treatment plants, six years of which must have been in a DRC position; or an equivalent combination of education, experience and training directly related to the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid Delaware Class A driver's license or its equivalent and a valid State of Delaware Class IV Wastewater Treatment Facility Operator's License. In order to be retained in this classification, employees must maintain their licenses as required by the Delaware Department of Natural Resources and Environmental Control. Ability to pass a Class III County physical examination and background check.

HISTORY OF REVISIONS:

Established: 01/30/91
Revised: 01/01/96
Revised: 03/01/00
Revised: 07/02/02
Revised: 04/29/08