

JOB DESCRIPTION

TITLE: LEAD WATER TREATMENT PLANT OPERATOR

DEPT: SITE OPERATIONS, FT. WAINWRIGHT

REPORTS TO: PROJECT MANAGER/ ASST PROJECT MANAGER

WAGE: PER PUBLISHED SCALE

POSITION OBJECTIVES:

Perform a variety of manual, monitoring, testing and reporting functions to ensure proper operation of a Class II water treatment plant in producing, storing and distributing water that meets Federal and State standards for drinking water. The lead operator must be capable of identifying problems, and implementing solutions before they adversely impact the quality of water produced at the plant and be able to exercise considerable independence of judgment while frequently working alone on a shift. While much of the work may be routine in nature, the lead operator must be constantly alert to and aware of the running conditions of various equipment such as pumps, motors, chemical feeders, instruments, valves, etc. The lead operator is expected to provide guidance and assist in training new operators during a period of familiarization and on-the-job training. The lead water treatment plant operator must maintain an ADEC Certificate for Water Treatment Plant Operator equal to or above the level of plant they operate (i.e. ADEC II or III Water Treatment System Operator for FWA WTP).

MAIN ACTIVITIES:

1. Frequently performs a variety of monitoring tasks which involves start-up and stopping of pumps.
2. Assign work to other operators and ensure instructions are clearly relayed from one operator to another.
3. Make adjustments to chemical feeders.
4. Preparing chemical solutions.
5. Adjusting valves.
6. Backwashing filters.
7. Responding to water needs of the fire department and other emergency situations and activate fire pumps as required.
8. Maintain plant equipment and ensure clean and professional work environment
9. Ensure accurate records/logs are maintained for the plant and operations
10. Perform operator level testing of the water as required by the ADEC, EPA, company policy and ensure proper documentation of the tests is maintained.
11. Perform related tasks as assigned.

SKILLS AND QUALIFICATIONS

1. Demonstrate basic understanding of pumps, motors and valves.
2. Possess an educational or work experience background giving an understanding of chemistry and bacteriology.

3. Ability to make arithmetic calculations to determine dose and feed rates for chemicals.
4. Ability to accurately read and record meter readings, perform and record chemical tests.
5. Ability to inspect operating equipment and correct malfunctions.
6. Able to communicate effectively with supervisor, other operators, federal and state agencies tasked with oversight responsibilities.
7. Ability to react calmly and take proper remedial action in an operational emergency.
8. Must have initiative and be able to work alone.
9. Ability to perform chemical analysis and interpret the results.
10. Must follow safety rules and regulations.
11. Must be capable of lifting up to 50 pounds to shoulder level.
12. Exhibit the physical dexterity to work in awkward positions for up to one hour at a time.
13. Ability to lift, pull or push for a significant portion of a work day.
14. Able to perform duties while standing, stooping, twisting, bending, kneeling or from prone position for up to an hour at a time.
15. Capability of extending arms overhead while performing duties.
16. Must be willing to maintain plant and equipment in a clean, serviceable condition.
17. May be required to work shift work.
18. Must maintain ADEC Water Treatment System Operator II Certification or higher.

PHYSICAL EFFORT:

Works in humid environment inside a water treatment plant building. May be required to inspect pumps, wells and water reservoir as part of shift work. May be required to perform outside maintenance on the water treatment plant building, grounds maintenance or related duties. Work requires taking water samples during shift while working near open water structures inside the plant. Employee may be required to stoop, bend, climb and stand for long periods of time while on shift. Must possess coordination of eyes, hands, legs and body. Some moderately heavy lifting is required. Incumbent must be able to lift a minimum of 50 pounds to shoulder level.

WORKING CONDITIONS

Work performed primarily indoors with little assistance from other operators. Conditions are clean but may have high humidity throughout the year. Some outside work on facilities may be required. Some use of and exposure to treatment chemicals as used in the water treatment process is required. Often the operator will be required to operate on a shift alone so must be capable of making sound decisions about plant operations and ensure the security of the facility at all times. Position requires a minimum of 40 hours per week. The plant is operational 24 hours per day 7 days per week therefore operators may be assigned to shift duties.

CONDITONS OF EMPLOYMENT

1. Incumbent must be able to maintain a level of physical fitness to perform the duties of water treatment plant operator.
2. The incumbent is subject to pre-hire and random drug testing in accordance with the published policy for Doyon Utilities.
3. Incumbent must possess a valid Level II or higher Water Treatment System Operator Certificate as issued by the State of Alaska.
4. Must be eligible to work on a military installation in Alaska.
5. Willingness to be scheduled for shift work on an equitable basis with other operators if more than one shift is scheduled.

EDUCATION AND TRAINING

1. High School Diploma or Equivalent
2. ADEC Level II or higher Water Treatment System Certification

EMPLOYMENT CLASSIFICATION

Non-Exempt/Full Time Permanent