**Wastewater Treatment Plant Maintenance Supervisor  **

This is a skilled, full time non-exempt position under the direct supervision of the Wastewater Treatment Plant Superintendent.    The primary responsibilities of the position involve routine and skilled maintenance and repair of the Wastewater Treatment Plant and related facilities and equipment.   He or she will also supervise all grounds keeping personnel.

**EQUIPMENT/JOB LOCATION**

While performing the duties of this job, the employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, toxic or caustic chemicals, outside weather conditions, and risk of electrical shock.  The employee is occasionally exposed to high, precarious places; fumes or airborne particles; extreme cold and extreme heat.  The noise level in the work environment is usually loud.  Employee in this position must be able to lift and carry up to 50 pounds, as well as walk up and down stairs and climb ladders.    Employee is subject to drug and alcohol testing according to the City’s policy and will maintain a smoke free environment.

**Qualifications**

Must have a High School Diploma or GED. Must have additional specialized electrical or mechanical training. Must have a valid driver’s license. Must have good attendance and work record. Must have 5+ years of job-related maintenance experience.

**Special Requirements**

REQUIRED KNOWLEDGE AND ABILITIES Knowledge of the maintenance and repair of machinery and related mechanical equipment; Knowledge of the wastewater treatment system, personal computers and related software; Knowledge of the operation and maintenance of utility plant operating equipment, low pressure boilers, clarifiers, filters, digesters, pumps and auxiliary equipment; Ability to read meters, gauges and charts and maintain routine records; Ability to diagnose equipment problems and to determine proper remedial action; Ability to read piping and wiring diagrams, sketches and blueprints; Ability to understand and follow oral and written instructions; Ability to establish and maintain an effective working relationship with other employees; Ability to obtain a state certification within five (5) years of employment, displaying knowledge of State standards/principles of Water treatment; Ability to read and interpret gauges and recording devices; and, Ability to learn to make simple standardized chemical tests.

**Miscellaneous Information**

ESSENTIAL FUNCTIONS OF THE JOB (The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, repeated or a logical assignment to this class.) Perform mechanical repairs, cleaning and service to pumps, motors, piping, tanks, valves, switches, diesel generators and other equipment; Read and interpret gauges and other recording devices, and interpret the information as it relates to repair and maintenance activities; Read and interpret plans, manuals, diagrams, blue prints, and technical regulations; Safely use and operate hand tools, mechanical equipment, power tools and equipment required for successful operation; Assists in new equipment installation; Supervises the maintenance of buildings and grounds by other employees; Monitors plant operation and controls; and makes adjustments to maintain proper operation; Performs routine maintenance and assists with the repair of the equipment; Makes legible and correct entries in logs, on charts, and records both manually and by the computer keyboard; Performs routine reporting, record keeping and mathematical calculations and communicates well with management, co-workers and the public; Performs tasks while wearing personal protective equipment, such as safety shoes, gloves, goggles, respirator and/or self-contained breathing apparatus; Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive; Establishes and maintains effective working relationships with supervision, co-workers and the public; Exercises independent judgment within the limits of the position; Interprets laboratory testing and makes adjustment to chemical feed systems as needed; ADDITIONAL EXAMPLES OF WORK PERFORMED Performs routine custodial duties as needed; Performs other duties as assigned.