



Assistant Operator

(Water Treatment Plant)

Classification

Full time

Reports to

Water Treatment Plant Management

Date

September 18, 2024

JOB DESCRIPTION

General Summary/Objective

Assist in the operation of the water treatment plant to produce clean and safe drinking water. Assist in the operation and maintenance of the water treatment plant, ensuring that the water produced meets state and federal standards. Assist in monitoring and controlling equipment processes, performing regular maintenance, and keeping detailed records.

Essential Functions

- Assist in operating the water treatment plant to produce clean and safe drinking water.
- Assist in the monitoring and control of equipment and processes, making adjustments as needed to maintain quality standards.
- Assist in maintaining proper water levels in storage tanks.
- Assist with the performance of routine maintenance and repairs on plant equipment and machinery.
- Assist with the collection and analysis of water samples to ensure that the water meets state and federal standards.
- Assist in maintaining accurate records of operations, maintenance, and testing results.
- Respond to emergencies, such as power outages or equipment failures, and take appropriate action to maintain water supply.
- Assist in the performance of laboratory testing and analysis to measure pH, chlorine levels, turbidity, and other parameters.
- Assist in ensuring that all safety protocols are followed, including the use of personal protective equipment and safe handling of chemicals.

Competencies

- Ability to identify and inform the operator on duty and or management of potential hazards and follow appropriate post-emergency protocols.
- Ability to follow applicable regulations, codes, policies and procedures.
- Ability to complete appropriate documentation.
- Personal Effectiveness/Credibility.
- Ethical Conduct.



Supervisory Responsibility

No supervision responsibilities.

Work Environment

While performing the duties of this job, the employee is required to work indoors, and sometimes outdoors in all types of weather. The work environment can include loud noises, grease, oil, dirt, water, chemicals, and other related conditions. Work around loud pumps and machinery. Work in a laboratory.

Physical Demands

The physical demands described here represent those that an employee must meet to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to use hands and fingers to handle, feel or operate objects, tools, or controls, and reach with hands and arms. While performing the duties of this job, the employee is regularly required to walk, stoop, crouch, twist, turn, kneel, and bend. Prolonged periods of sitting at a workstation. Prolonged periods of working on a computer. Periods of working in standing water. Ability to climb a flight of stairs 20 or more times a day. Must be able to lift to 60 pounds. Ability to handle a 2.5" fire hose with a psi of 125.

Position Type/Hours of Work

This is a full-time position of 40 hours per week.

The water treatment plant is a 24-7 Operation. Therefore, the WTP operates during the day, overnight, weekends and Holidays.

Required Education and Experience

High School Diploma or GED

Additional Eligibility Qualifications

None.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Signing below constitutes you have read and understand the requirements, essential functions, and duties of the position.

Name _____ Date _____

Please visit <https://msud.net/careers> to download, complete, and submit the job application.

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