



Human Resources Division

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POSITION ANNOUNCEMENT

WASTEWATER OPERATOR II-Treatment Works/Wastewater Division

Classification: Union

Salary Range: \$4,806.00 to \$5,729.00 DOE

OPEN UNTIL FILLED

SUMMARY:

A union position under the direct supervision of the Wastewater Supervisor and general supervision of the Utilities Operations Manager. The Parks and Public Works Director is the head of the Public Works Department and the Wastewater Division is within the Parks and Public Works Department. The incumbent performs a variety of work at a fully skilled level in the operation of the City of Snoqualmie Treatment Facilities. An Operator II is accountable for ensuring assigned plant functions and operations meet all applicable rules, regulations, and procedures while the plant is operated at the highest level of efficiency and effectiveness. Employees are expected to notice potential improvements in procedures and make correction recommendations to senior staff. Incumbents implement the overall goals and mission of the division and take initiative to complete work in a safe, orderly and high quality manner.

Distinguishing Characteristics:

The Operator II position is a highly skilled level in the wastewater operator series which includes Wastewater Operator II and Senior Treatment Works Operator. Operators in this position are fully skilled in wastewater treatment plant operations and are responsible for performing all operational work; are accountable for ensuring assigned plant and collection system functions and operations meet all applicable rules, regulation and procedures while the plant and the wastewater collection system is operated at the highest level of efficiency and effectiveness. Operators II must possess knowledge of the principles, practices, materials and operating procedures pertinent to the operation and maintenance of a municipal wastewater treatment including technical and organization aspects as well as sources of current knowledge of the field.

ESSENTIALS FUNCTIONS:

The incumbent, along with other employees in this division, is responsible for the operation of assigned areas – Plant and Laboratory Operations in all Wastewater and Water Reclamation Facilities of the City.

- Operates and monitors computer system designed to control plant processes at all treatment facilities.
- Performs various operational assignments from process monitoring and control, laboratory, sample collection, and NPDES permit administration.
- Monitor plant processes and participate with operations team in controlling operation to ensure plant effluent meets established federal, state and local standards.

- Perform plant operations techniques and procedures, ensuring established policies for plant operation are followed. Perform work following safe operation practices.

Incumbent, along with other employees in this division, is responsible for the overall condition of the buildings and equipment at the Cities lift stations and treatment facilities.

- Keep daily records of plant operations, check wet well levels, operation of pumps and complete telemetry equipment maintenance when necessary.
- Conducts water testing as needed.
- Performs janitorial as well as painting duties; complete electrical and plumbing repairs as needed.
- Maintain lawns and outdoor facilities through operation of mowers, pruning equipment, and other hand tools.

Operator II is accountable for performing all assignments in a timely, effective and efficient manner.

The above duties are not inclusive of all duties; may perform a variety of other duties as assigned.

EMPLOYMENT STANDARDS:

Education, Training and Experience:

High school diploma or G.E.D, four years of experience operating and maintaining treatment facilities. Demonstration of skill level may be required. Any combination of related education and experience may be considered that demonstrates the knowledge, skills and abilities to perform the essential duties and responsibilities.

Licensing and Certification:

Valid Washington State Driver's License with driving record free of serious or frequent violations.

Valid Wastewater Operator II Certification required or must obtain within one year of hire date.

Wastewater Operator III Certification preferred.

Valid First aid and CPR certification or must obtain within six months.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the principles, practices, materials and operating procedures pertinent to the operation and maintenance of a municipal wastewater system, including legal, technical and organizational aspects, as well as sources of current knowledge of the field.
- Knowledge of the process of activated sludge wastewater treatment, tertiary treatment for water reclamation, including basic chemicals, bacteriological and biological processes.
- Knowledge of the health and safety hazards and precautions connected with wastewater treatment plant and collection system operations.
- Must have knowledge of Department of Ecology, Department of Health, Environmental Protection Agency and other applicable standard specifications as it relates to wastewater systems.
- Knowledge and skill in the operation of telemetry equipment.
- Skill in the operation of various vehicles, equipment and tools relating to this division.

- Ability to read maps, asbuilts and repair manuals.
- Ability to communicate effectively both verbally and written.
- Ability to analyze and act on a variety of data and instrument readings and respond quickly to wastewater operations issues.
- Ability to accurately log instrument readings and operating information.
- Ability to follow effective safety practices and procedures; to use common sense and apply safe work habits when working in dangerous areas or with power equipment.
- Ability to perform moderately strenuous physical tasks.
- Ability to work as a member of a self directed team.
- Ability to establish and maintain effective working relationships with the Mayor, City Administrator, Council members, Department Heads, Supervisors, coworkers and the general public.
- Ability to work weekends and night shifts, as assigned.

Physical Demands and Work Environment:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential function of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Working conditions will vary depending upon assignment. Operators work in facilities which are designed to optimize working and safety conditions. They work in several different environments within the plant and wastewater collections system, often moving from indoor to outdoor work stations, occasionally in inclement weather. Some system surfaces are slippery or have open grates. Due to the size and configuration of the wastewater facilities climbing stairs is required. Various health and safety hazards may be associated with working near high voltage pumps, generators and contact with raw water and raw sewage. The facilities are in continuous operation 24 hours per day, seven days per week.

HOW TO APPLY:

Applicants can apply online at GovJobsToday.com. Open Until Filled.

The City of Snoqualmie is an Equal Opportunity Employer.

SELECTION PROCESS:

Your application packet will be reviewed and those found to be **MOST** qualified will be invited to participate in a job-related hiring interview.

CURRENT BENEFITS:

- 100% paid premiums for medical, dental, orthodontia and vision insurance coverage for employees and dependents
- Deferred compensation investment plan with up to \$200.00 a month match by City of Snoqualmie, separate unmatched \$50.00 contribution to deferred comp by City
- Employee assistance program
- Eight hour accrual on sick leave per month
- Ten days of vacation per year (increases with longevity)
- Twelve paid holidays per year (includes two floating holidays)
- Membership in Public Employees' Retirement System
- \$50,000.00 life insurance coverage for employee