

Jurisdiction: City of Ithaca

Jurisdictional Class: Competitive

Adopted: 01/10/18, 02/28/18, 08/08/18, 09/07/22

## **SENIOR WASTEWATER TREATMENT PLANT OPERATOR**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for supervising and participating in the operation and maintenance of a wastewater treatment plant utilizing an activated sludge process. The incumbent plans and oversees the details of assigned work projects and supervises plant operators, operator trainees, and work site activities on an assigned shift. The incumbent oversees the operation of, and operates, a variety of plant equipment and machinery and performs laboratory tests and other analyses relative to wastewater treatment processes. A Senior Wastewater Treatment Plant Operator may be assigned responsibility for one or more specialized areas of plant operations, such as the Industrial Wastewater Pretreatment Program, the plant and/or equipment maintenance programs, specialized mechanical repairs, and/or the safety program. Senior Wastewater Treatment Plant Operators are required to actively participate in the Plant Monitoring System that provides round-the-clock coverage for emergency situations and alarms. The work is performed under the general supervision of the Chief Wastewater Treatment Plant Operator with leeway allowed for the exercise of independent judgment in planning and carrying out the details of the work. Supervision is exercised over the work of operators, trainees and maintenance personnel. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Supervises and participates in the operation of wastewater treatment plant equipment and machinery including belt presses, chlorinators, and sludge and effluent pumps;

Supervises and participates in the performance of permit sampling on influent and effluent, records results and informs supervisor of adverse results;

Supervises and participates in the inspection of plant equipment and machinery on a daily basis and performs basic maintenance and repairs;

Supervises and participates in the performance of a variety of basic laboratory tests and other analyses, including testing for chlorine levels, respiration rates and pH testing;

Supervises and participates in the performance of basic repairs to plant equipment and machinery and performs scheduled and preventative maintenance on equipment and machinery;

Supervises and participates in the monitoring of meters and gauges and records readings;

Supervises and participates in the maintenance of an inventory of equipment and machinery parts, bulk chemicals and other plant supplies and orders parts, chemicals and supplies as necessary;

Supervises and participates in the monitoring of sludge deliveries from other municipalities, and treats and disposes of sludge;

Trains and instructs new plant operators;

Evaluates assigned projects, selects best approach for completing project, assigns work activities to operators and operator trainees and provides training and instruction as needed;

Observes the work performed and inspects its final completion in order to ensure safety, effectiveness and efficiency;

Consults with supervisors and engineering staff regarding the scope, scheduling and progress of the work assigned;

Coordinates project work with contractors and other operators;

Creates and maintains records and reports relative to the work and operations performed;

Ensures subordinate personnel are equipped with the appropriate training tools, materials, and equipment;

Supervises performance of custodial duties in connection with the cleaning and maintenance of plant buildings and grounds;

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#### **Typical Work Activities – continued**

May be assigned responsibility for one or more specialized areas of plant operations, such as the Industrial Wastewater Pretreatment Program, the plant and/or equipment maintenance programs, specialized mechanical and/or instrumentation repairs, and/or the safety program; May supervise and participate in the installation and management of wastewater treatment systems including biological, mechanical and electrical systems.

#### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles and practices involved in the operation and maintenance of a wastewater treatment plant; good knowledge of federal, state and local laws and regulations applicable to a wastewater treatment plant; good knowledge of the tools, equipment and terminology used in the maintenance and repair of wastewater treatment systems; working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; skill in the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to plan, assign and oversee the work of others; ability to train personnel; ability to make routine laboratory and field tests for control of plant operations; ability to analyze and organize data and prepare records and reports; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with others; ability to communicate effectively both orally and in writing; ability to understand and interpret complex oral instructions and written information; ability to successfully work with and serve a diverse local community; mechanical aptitude; physical condition commensurate with the demands of the job.

#### **MINIMUM QUALIFICATIONS:**

For a Type 4A activated sludge Wastewater Treatment Plant with a plant point score of 76 points or greater:

A. Either:

1. Possession of a Bachelor of Science degree; or
2. Possession of a Bachelor of Arts degree with thirty (30) credit hours of math and/or science; or
3. Possession of an AAS degree in a New York State Department of Environmental Conservation approved curriculum, and one (1) year of full-time paid, or its part-time paid equivalent, operating experience at a wastewater treatment plant; or
4. Possession of an Associate's degree with thirty (30) credit hours of math and/or science, and three (3) years of full-time paid, or its part-time paid equivalent, operating experience at a wastewater treatment plant; or
5. Graduation from high school or possession of a high school equivalency diploma and six (6) years of full-time paid, or its part-time paid equivalent, operating experience at a wastewater treatment plant.

and

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- B. Satisfactory completion of an appropriate course of instruction approved by the Commissioner, Department of Environmental Conservation

and

- C. Eighteen (18) months of full-time paid, or its part-time paid equivalent, operating experience at an activated sludge wastewater treatment plant with a point score of 76 or greater. [Note: this experience is in addition to that required in sections A(3), A(4) and A(5).]

Note: College degrees must have been awarded by, and college coursework completed at, a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by, or college coursework completed at, an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

### **SPECIAL REQUIREMENTS:**

1. Candidates must possess a current Grade 3A Wastewater Treatment Plant Operator certificate issued by the New York State Department of Environmental Conservation at the time of appointment and must obtain a Grade 4A Wastewater Treatment Plant Operator certificate issued by the New York State Department of Environmental Conservation within two (2) years of appointment. Said licenses must be maintained for the duration of employment.
2. Possession of a valid driver license appropriate to the vehicles or equipment operated. Said license must be maintained for the duration of employment.