

Seminole County

Classification Description

Classification Title: Chief Wastewater Treatment Plant Operator

Class Code: 3348

EEO Code: C

FLSA: Non-exempt

Revision Date: September 2009

General Statement of Job

Technical and supervisory work in the operation of wastewater treatment facilities. Oversees the training of new employees. Provides employees with safe working conditions. Performs annual reviews. Plans and oversees projects to enhance and maintain the operations of the plant.

Essential Functions

Essential Functions: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position.

Performs technical and supervisory work in the operation of reclaimed and wastewater treatment facilities.

Oversees operations to ensure required laboratory analyses for reclaimed and wastewater treatment facilities are performed. Adjusts process controls where necessary to maintain optimum treatment capabilities.

Prepares performance evaluations for assigned employees.

Initiates purchase requisitions and receives purchased materials for operation maintenance use. Ensures equipment is maintained in proper working order to manufacturer's specification.

Reviews engineering plans and specifications for system improvements. Prepares and submits required monthly reports to supervisor.

Maintains understanding of Florida Department of Environmental Protection rules and regulations for wastewater treatment and reclaimed facilities.

Plans and organizes daily work activities, including the supervision and training of treatment plant personnel.

Additional Duties:

Performs after-hours standby duties and responds to emergency situations as needed.

Performs other duties as assigned or as may be necessary.

Minimum Qualifications

Completion of high school/GED and five (5) years experience required; or any equivalent combination of training and experience which provides the required skills, knowledge and abilities.

Special Requirements

Ability to effectively plan, organize and supervise subordinate personnel. Ability to communicate effectively both verbally and in writing.

Technical Requirements

Extensive knowledge in process controls, electrical controls, and programmable logic controllers.

Must have knowledge of building and maintaining databases in Access and Excel.

Extensive knowledge in the treatment of wastewater and maintain compliance with federal, state, and local entities pertaining to wastewater systems. Skilled in the application of wastewater treatment methods and techniques.

Must possess an "A" license in wastewater treatment issued by the State of Florida.

Must possess and maintain a valid Florida Driver's License.

Working Conditions

Office setting with some fieldwork. Office duties are performed while sitting at a desk, table or workstation. May work in all types of weather conditions and in areas with exposure to dirt, dust fumes, vapors, and noise.