

Jurisdictional Class: Competitive  
EEO Category: Professional  
Revised: 01/05/2023

## **CHIEF WASTEWATER TREATMENT PLANT OPERATOR**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a supervisory and technical position involving responsibility for the safe and efficient operation and maintenance of a wastewater treatment plant with facilities for the activated sludge process (including all modifications). General direction is received from the appointing authority, with wide leeway allowed for planning work methods and dealing with emergency conditions. General supervision is exercised over operators, trainees, and mechanical and maintenance employees. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative Only)

Supervises the operation of the plant to assure the most efficient and economical use of equipment, supplies and manpower;

Oversees plant operations, including treatment, maintenance, and disposal activities;

Makes daily process control decisions necessary to ensure the proper treatment of wastewater;

Prepares plant operating policy;

Makes daily inspection of plant and plant machinery;

Requisitions materials to ensure continuous plant operation;

Aids in budget preparation, particularly relating to plant operation and maintenance;

Assists with the interviewing and recommendation process for the hiring of operations, maintenance, and laboratory positions;

Assists in maintaining a computerized plant Operation and Maintenance Manual;

Enforces county work rules, reports all violations, and initiates disciplinary action when required.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Thorough knowledge of the practices used, and equipment required, in the operation and maintenance of a wastewater treatment plant, with facilities for the activated sludge process (including all modifications); thorough knowledge of the solids disposal system; thorough knowledge of the operations of a modern wastewater treatment plant; thorough knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; thorough knowledge of the flow process and interrelationship of various parts of the treatment process; ability to stay abreast of rapid changing technology; ability to operate and monitor a plant supervisory control and data acquisition system (SCADA); ability to upgrade skills by continuing education; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan, assign and supervise the work of subordinates; mechanical aptitude; alertness and dependability.

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**MINIMUM QUALIFICATIONS:**

Possession of a Grade 4A Wastewater Treatment Plant Operator certificate **AND** Either:

- (A) Possession of Bachelor's Degree in chemistry, biology, environmental science, or closely related field **AND** three (3) years of experience in the operation and maintenance of a wastewater treatment plant, one (1) year of which must have been in a supervisory capacity; **OR**
- (B) Possession of Associate's Degree in chemistry, biology, environmental science, or closely related field **AND** five (5) years of experience in the operation and maintenance of a wastewater treatment plant, two (2) years of which must have been in a supervisory capacity; **OR**
- (C) Graduation from high school or possession of a high school equivalency diploma **AND** seven (7) years of experience in the operation and maintenance of a wastewater treatment plant, three (3) years of which must have been in a supervisory capacity.

**SPECIAL REQUIREMENT:** Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.

**NOTES:**

- 1. Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.
- 2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

Adopted: 08/27/1985  
Revised: 09/13/1985, 05/11/1988, 07/06/1995, 10/01/2019, 01/05/2023

Change in title from "Chief Sewage Treatment Plant Operator": 07/06/1995