

Civil Division: All Civil Divisions
Jurisdictional Class: Competitive
Non-Competitive (Towns under 5,000 population)
Non-Competitive* (part-time only)
*Check Appendices for individual Civil Divisions
EEO Category: Skilled Craft
Revised: 01/11/2018

WATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This is routine, but important, work that involves being responsible for the efficient operation and maintenance of a water treatment plant, which may have facilities for the application of chemicals to the water or other means of treatment. A Water Treatment Plant Operator is in responsible charge of the operation of the water treatment plant at a community water system. 'In responsible charge' means accountability for, and performance of, active regular on-site operation, maintenance and supervisory functions. Supervision may be exercised over subordinate employees in the performance of their assigned duties. Employee performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Operates pumps, valves, motors and related machinery and equipment;
Performs maintenance work and makes minor repairs to machinery and equipment;
Records readings of meters, gauges and scales;
Regulates and adjusts chlorinators and other water treatment equipment;
Washes filter beds and settling basins, if existing;
Takes samples of water for testing;
Makes necessary tests for control of plant operation;
Works, independently, with other staff, individuals and government agencies to resolve routine issues, problems and emergencies;
Assists in the instruction of trainees;
Keeps a log of plant operations and related records and reports;
Performs custodial duties in connection with maintenance of buildings and grounds;
May supervise the work of laborers and other subordinate personnel;
May operate a motor vehicle and/or heavy machinery.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of application codes, rules and regulations; good knowledge of the practices used, and equipment required, in the operation and maintenance of a water treatment plant; working knowledge of the principles and application of physics, chemistry and bacteriology, as they relate to water purification; skill in the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to read, understand and record data from gauges, scales and meters; ability to make routine laboratory and field tests for control of plant operation; ability to understand and carry out oral and written instructions; mechanical aptitude; alertness; dependability.

MINIMUM QUALIFICATIONS: Possession of an appropriate level Water Treatment Plant Operator Certification for grade level of Water Treatment Plant (See Page 3).

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SPECIAL REQUIREMENT: If the position requires operation of a motor vehicle and/or heavy machinery, then the following special requirement applies:

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

Possession of a valid Commercial Drivers' License (CDL) at time of appointment. License must remain valid throughout appointment.

NOTE:

1. Pursuant to NYS State Sanitary Code, Subpart 5-4, an operator's certification must be renewed every three years. Appointees must maintain a current certification for the duration of their employment in this title.
2. Operator must be available at all times to respond, within one (1) hour, to emergencies **OR** must establish other approved supervision coverage available to respond to emergencies, e.g., assistant operator, contractual or in-kind assistance from neighboring communities.

**COMMUNITY WATER SYSTEM
CERTIFICATION REQUIREMENTS**

Some systems are required to have a primary operator AND a backup operator according to NYS Sanitary Code (10NYCRR Subpart 5-4).

Water System Name	Primary Operator	Backup Operator	Additional Required Operator
Barneveld Village	C		
Boonville Village	IIB	C	D
Bridgewater Town	C		
Camden Village	IIA	IIA	D
Clayville Village	C		
Clinton Village	IIB	C	D
Deansboro (Town of Marshall) WD	IIA	IIA	C or D (recommended)
Durhamville WD	D		
Floyd WD	D		
Forestport WD	C		
James Barrett (Prospect Village) WD	C		
Lee WD	D		
Oriskany Falls Village	C		
Paris / Sauquoit Consolidated WD	IIB	C	D
Prospect Street (Town of Vernon) WD	D		
Remsen Village	IIB	C	
Rt. 365 / Sconodoa /Snyder Rd WD	D		
Sconodoa-Highbridge WD (Town of Vernon)	D		
Sherrill-Kenwood WD	D		
Spencer Settlement WD	D		
Taberg WD	D		
Tindall Corners WD	D		
Vernon Village	D		
Verona Hamlet WD	D		
Waterville Village	IIB	C	D
Westmoreland WD	C		

(Information provided by the Environmental Health Division of Oneida County Department of Public Health – May 2012.)

Adopted: 1980's
 Revised: 03/29/1996, 06/25/1997, 06/08/1999, 08/17/2005, 05/23/2012;
 01/11/2018