

# Job Description – Assistant Wastewater Operator

## **Nature of Work:**

Operate, maintain, monitor, and troubleshoot the wastewater facility and wastewater collection system. Work involves building and grounds maintenance and assisting in all technical aspects of facility operations. Work is performed with independence under the direction of the Chief WWTF Operator.

## **Duties and Responsibilities:**

- Maintain buildings and grounds including sweeping, trash removal, mowing, and snow removal.
- Assist in performing all aspects of the processes of operating the wastewater facility.
- Assist in operating and maintaining the collection system, including gravity sewers, forced sewers, pump stations, and force mains.
- Assist in the performance of regular and unscheduled maintenance and repairs of all facility and collection system equipment and components.
- Conduct the necessary weekend checks of the facility on a rotating basis.
- Conduct the necessary checks of the facility and perform any regular and unscheduled maintenance and repairs of all facility and collection system equipment and components in the Chief Operator's absence.

## **Work Requirements:**

- Ability to perform and document all tests required by State and Federal Agencies.
- Have a working knowledge of the operation, methods, and procedures of the wastewater facility and collection system.
- Have working knowledge of the equipment and controllers used for wastewater treatment and pumping stations.
- Have working knowledge of the facilities equipment preventive maintenance and repair.
- Have a thorough knowledge and ability to diagnose and correct equipment malfunctions in the Chief Operator's absence.
- Perform other duties as assigned or required.

**Requirements:**

- High School Graduate or GED.
- Valid Vermont Driver's License.
- Good vision, hearing, and manual dexterity.
- The ability to lift and move up to 50 pounds unaided.
- Strong math skills.
- Strong mechanical aptitude.