

**POSITION:** Operator III - Wastewater  
**GRADE:** 9N

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**FLSA:** Non-Exempt  
**DATE:** 02/02; Revised 12/2012

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**Position Summary:** This is a technical position at the senior operator level. An employee at this level takes charge of the plants and operators assigned to them. An Operator III will work under general supervision from the Regional Manager and Superintendent.

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**Essential Functions:**

1. Oversees the day to day operations of treatment plants;
  2. Establishes and maintains an inventory of chemicals and supplies needed for operation of plants;
  3. Reports any operational problems or any needs to the superintendent;
  4. Delegates work assignments to operators assigned to them, and follows through to insure completion of assignments;
  5. May be required to perform laboratory test in the absence of the lab tech;
  6. Prepares reports for submission to regulatory agencies;
  7. Trains entry level operators on operations of plants;
  8. Provides Budget information to Regional Manager.
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**Required Knowledge, Skills, and Abilities:**

1. Excellent working knowledge of mechanics, pumps, motors and controllers as well as activated sludge process control and B.N.R., water treatment, collections and distributions;
  2. Must have the ability to work effectively with co-workers and be able to take charge and able to follow written and verbal instructions;
  3. Employee will be required to deal with inspectors from regulatory agencies and outside contractors such as electricians and mechanical service companies in a professional manner
  4. Must be mentally alert and take initiative, and be physically fit to perform the job.
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**Education and Experience:**

1. High school diploma or G.E.D.,
  2. Supplemented by courses in plant operations, B.N.R., supervision and mechanics;
  3. Possess and maintain a Maryland Class 5SA wastewater and class 2 Water operators licenses; and
  4. 3-5 years of experience as a 5SA and Class 2 Water licensed operator with progressive responsibility;
  5. Prior Supervisory experience a plus;
  6. Valid Commercial Drivers License.
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**Physical and Environmental Conditions:**

Work requires constant physical effort, including walking extensively, climbing stairs, in a stooped position over a long period of time, standing for extended periods of time, and/or lifting or handling moderately heavy equipment or materials. Employee must be available by phone or pager for emergencies and may be required to work weekends and holidays.

Work environment involves risks or discomforts which require special safety precautions, e.g., working around moving parts, chemicals, machines, or in confined spaces. Employees may be required to use protective clothing such as boots, goggles, or gloves. The employer shall not permit respirators with tight-fitting face pieces to be worn by employees who have facial hair that comes between the sealing surface of the face piece and the face or that interferes with valve function; or any condition that interferes with the face-to-face piece seal or valve function.

If an employee wears corrective glasses or goggles or other personal protective equipment, the employer shall ensure that such equipment is worn in a manner that does not interfere with the seal of the face piece to the face of the user.

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The above position description is not intended, nor should it be constructed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

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