

ASSISTANT CHIEF WASTEWATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory and technical position involving responsibility for assisting the Chief Wastewater Treatment Plant Operator in the safe and efficient operation and maintenance of a Wastewater Treatment Plant with facilities for chemical precipitation, sludge vacuum filtration, sludge incineration, separate sludge digestion, or any other biological oxidation process other than the activated sludge and the stabilization or oxidation pond process. In the absence of the Chief Wastewater Treatment Plant Operator, the incumbent is responsible for the entire plant operation. Work is performed under general direction with wide leeway allowed for planning work methods and dealing with emergencies. Supervision is exercised over operators, trainees, laboratory personnel and mechanical and maintenance staff. Does related work as required.

TYPICAL WORK ACTIVITIES:

In the absence of the Chief Operator, has responsibility for the entire Plant operation;

Supervises and participates in the operation of the Wastewater Treatment Plant to assure the most efficient and economical use of equipment, supplies and staff;

Makes daily inspection of plant and plant machinery;

Assists in making or supervising the necessary tests for control of plant operation;

Assists in the instruction of operators, trainees and other subordinate employees;

Conducts periodic examinations of plant equipment as assigned by the Chief Operator and coordinates the necessary repairs and maintenance;

Assists in conducting special studies for improvement of plant operations;

Requisitions materials;

Maintains records and prepares periodic reports on the operation of the plant;

Maintains inventory of supplies, chemicals and equipment;

Prepares employee schedules;

Assists in conducting safety programs;

Coordinates daily activities at a Wastewater treatment plant as assigned by the Chief Operator.

REQUIRED 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 chemical precipitation, sludge vacuum filtration, sludge incineration, oxidation, separate sludge digestion, or any other biological oxidation process other than the activated sludge and the stabilization or oxidation pond process; good knowledge of the operations of a modern wastewater treatment plant; good knowledge of the principles and application of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; 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 and supervise the work of subordinates; mechanical aptitude; physical condition commensurate with the demands of the position.

Assistant Chief Wastewater Treatment Plant Operator (Cont'd)

ACCEPTABLE EXPERIENCE AND TRAINING:

For Grade 3 Assistant Chief Operators of plants whose designated plant point score is 56 - 75 points: -

- (a) AAS degree from a regionally accredited or New York State registered university or college in a NYSDEC approved curriculum, OR
- (b) AAS degree from a regionally accredited or New York State registered university or college plus 18 months operating experience at a wastewater treatment plant, OR
- (c) AA degree with 30 credit hours of math and/or science from a regionally accredited or New York State registered university or college, plus 18 months operating experience at a wastewater treatment plant, OR
- (d) Graduation from high school or possession of a New York State equivalency diploma and 3 years operating experience at a wastewater treatment plant,

PLUS: Completion of an appropriate course approved by the Commissioner, Department of Environmental Conservation;

PLUS: Eighteen months operating experience at a wastewater treatment Plant with a point score of 56 or greater, and the ability to perform necessary tests.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for a Grade 3 certificate issued under the provisions of the New York State Department of Environmental Conservation Regulations, possession of the certificate at the time of appointment.

Competitive Class

Adopted: October 15, 1996