

CITY OF FORT WAYNE JOB POSTING

Applicants and Employees must meet duties/essential functions and minimum requirements.

Job Vacancy:	Plant Operator	Department:	Water Pollution Control Plant
Requisition Number:	2022219		
Hours:	Four days on-Four days off, 12 hour shifts 7:00 p.m. – 7:00 a.m.	Rate of Pay:	\$26.6817-\$28.1720 per hour
Date Posted Up:	7/5/2022	Date Posted Down:	Until Filled
Time Up:	9:00 a.m.	Time Down:	

SUMMARY

Monitors, maintains, and operates the equipment and instruments necessary to produce potable water at Three Rivers Filtration Plant and regulates the flow and processing of wastewater and combined sewer flows through the Water Pollution Control Plant and its related facilities. The water being produced at FLP shall be in sufficient quantity and of sufficient quality and shall meet all the requirements of the Safe Drinking Water Act promulgated by USEPA and in compliance with standards and regulations established by Indiana Department of Environmental Management (IDEM). The incumbent is expected to exercise good judgment, independence, initiative, and professional expertise in conducting day-to-day operations. All work duties and activities must be performed in accordance with the City and Utility's safety rules and operating regulations, policies and procedures as well as federal, state, and local regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the ability to interact with the public, City incumbents, and outside agencies with patience, tact, respect, and professionalism and the following. Other duties may be assigned.

- Verifies Midnight Summary / Operator Logs for treatment data and informs incoming shift employees on any deviations noted;
- Maintains building security to verify protection of the treatment and supply facilities;
- Relates problems to Management Staff in regard to treatment;
- Monitors outlying stations to verify operations and security;
- Monitor, maintain, and record appropriate river level;
- Monitors, maintains, calibrates, and operates chemical feed equipment in automatic and manual modes.
- Makes careful periodic checks of plant areas and equipment
- Monitor, maintains and operates plant boilers.
- Monitors and operates on-line analysis instruments, interprets data and performs calibration and preventive maintenance.
- Collects various plant samples and maintains sampling equipment as directed;
- Perform bacteriological tests at preset interval or as needed to assure water quality as well as settleable solids, pH, DO, E. Coli, Total Residual Chlorine and other wet chemistry tests as required for process control.
- Backwash filters in accordance with prescribed procedures.
- Monitors, maintains and operates high service pumps, raw water pumps, effluent pumps and all process related pumps through manual and automatic means.
- Assesses raw water rate needs by interpreting pertinent data via computer or oral direction and controls the rate using both automatic and manual procedures;
- Regulates flow of raw influent by controlling influent gates and pumps using both automatic and

manual procedures;

- Performs necessary chemical treatment rate changes;
- Receives treatment chemicals as necessary;
- Responds to and investigates all process alarms;
- Monitors, operates, and maintains disinfection processes including Ultraviolet, chlorine, chlorine dioxide, chloramine, and hypochlorite.
- Monitors, operates, and maintains dechlorination processes and facilities;
- Performs administrative functions to assist with operations including scheduling emergency staffing;
- Evaluates performance of new treatment technologies implemented;
- Works with lab staff in reviewing treatment efficiency;
- Performs communications necessary to facilitate operations including computers, telephones, orally, and via radios;
- Monitors and maintains safety programs and practices;
- Maintains equipment and work areas in a clean and orderly condition;
- Utilize 6S and TPM (Total Productive Maintenance)
- Enters, exits and works in confined spaces wearing a variety of safety apparatus;
- Utilizes CMMS to create work requests for equipment needing maintenance and assigns work orders to appropriate staff;
- Provides input and information for O&M and CIP budgeting processes
- Perform relief duties for Plant Operators, and Chief Operator if qualified.

PERFORMANCE EXPECTATIONS

The incumbent is responsible to manage their performance in accordance with this job description and the performance expectations provided to them by management. If at any time the incumbent is unsure of their role or specific responsibilities, it is the incumbent's responsibility to refer to their job description and ask for clarification from their supervisor. Management will work with the incumbent, as needed, to ensure performance expectations are clearly communicated and performance goals are achieved.

SUPERVISORY RESPONSIBILITIES:

This job has no supervisory responsibilities. Job duties and tasks include significant responsibility for the treatment process.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

High school diploma or general education degree (GED) and two years related experience.
4-year science related college degree preferred

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS:

Ability to calculate figures and amounts such as discount, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Wastewater Class II within 3 years of hire for WPCP, Class IV within 5 years of hire for WPCP;
- WT-5 certification within 4 years of hire for FLP;
- CPR and First Aid Certification;
- Certified to wear respirator;
- Indiana driver’s license;
- Operates Fork Lift at FLP.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel and talk or hear. The employee frequently is required to walk, sit, and reach with hands and arms. The employee is occasionally required to stand; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds.

VISION REQUIREMENTS:

Close vision - Reading instrument, analyzers, performing equipment maintenance, opening or closing valves, starting or stopping a n equipment

Distance vision - To observe unusual conditions in river, process tanks, and monitoring plant grounds

Depth perception - Visual inspection of process tank, laboratory analysis

Ability to adjust focus - Laboratory analysis and performing equipment maintenance

Ability to see color

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts, toxic or caustic chemicals, and outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to water, wastewater, septage, and associated pathogens. The noise level in the work environment is usually loud.

Applications may be submitted on-line at www.cityoffortwayne.org or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen’s Square, 1st Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m. Applicants must be 18 years of age or older. Applicants must be 21 years of age or older to hold a CDL with the City of Fort Wayne. Reasonable accommodations for person with a known disabling condition will be considered in accordance with State and Federal Law.

(Those individuals who accept employment with the City and live outside one of the six contiguous Indiana counties that border Allen County (DeKalb, Whitley, Noble, Huntington, Wells, and Adams) will have six (6) months from

their start date to become residents of either Allen County or one of the six counties listed above. Policy and Procedure Number 204 Page: 1 of 1)

Equal Opportunity Employer

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.