

Job Title: Wastewater Plant Operator

Department: Sewer

Reports To: Water & Wastewater Department Superintendent

Position immediately available. **Position pay range - \$18.47/hr to \$27.71. Depending of Qualifications.** Send application, resume and references to the City of De Soto, P.O. Box C, De Soto, Kansas 66018; Attention Doug Smith, Water and Sewer Department Superintendent or email (dsmith@desotoks.us). Position open until filled.

Position Summary: Under the general supervision of the Water and Wastewater Department Head the Operator is a non-exempt position under FLSA who routinely works a shift as Plant Operator at either the Water Plant or the Wastewater Treatment Plant.

Examples of Work (Essential Functions):

- Takes water and or sewer samples, performs analysis, and ensures safe and proper treatment.
- Maintains well fields and other treatment facilities and grounds.
- Maintains records and reports on system operation and maintenance.
- Mixes chemicals at the water plant.
- Operates and maintains plant equipment.
- Checks and monitors lift stations.
- Periodically inspects and checks operating systems testing regiments.
- Receives and processes information from and to state officials and recommends activities to City Engineer.
- Orders and receives operation, maintenance, and repair equipment and supplies.
- Follows department policies and procedures.
- Follows safety procedures and practices.
- Cleans or prepares sites to eliminate possible hazards.
- Ensures all safety policies and regulations are followed and adhered to by self, others, and the public. Performs the functions of the job without posing a threat to the health and safety of others and self.

Certificate, License: Should obtain within two years of hiring a Class I Water and Sewer Certification. Commercial Driver's License within six months.

Required Education and/or Experience:

Four to five years related experience and/or training or a Bachelor's degree from a college or university; or an equivalent combination of education and experience.

Preferred Education and/or Experience:

Six years or more related experience and/or training. Obtain Class IV Water and Sewer Classification within four years of hiring.

Abilities, Knowledge, Skills:

- Ability and skill to solve problems with variable elements in standard and nonstandard situations.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to establish and maintain cooperative relationships with others contacted in the course of work.
- Ability to help diagnose mechanical and other issues as well as prevent potential issues with equipment.
- Ability to identify, correct and make recommendations to correct safety hazards.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to operate pumps, aerators, chemical analysis equipment, testing equipment, well level sounders, and other department equipment.
- Ability to prepare and maintain records and reports.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.