

# City of Chesapeake Class Title: Water Treatment Plant Operator IV (Class I)

<b>Job Class Code: 3160</b>	<b>FLSA Status: Non-exempt</b>
<b>Pay Basis: Salary (Annual)</b>	<b>EEO Category: 7</b>

### GENERAL DESCRIPTION

The purpose of the class is to oversee the operation and maintenance of water treatment facilities. The class is responsible for supervising others, overseeing or performing water treatment process monitoring, chemical or physical process adjustments, logs and records maintenance, and general plant maintenance. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

### **TYPICAL TASKS**

- Supervises or leads others and provides training on water treatment processes and systems; schedules or dispatches others for service calls and after-hours operations.
- Manages operations by coordinating activities, reviewing and scheduling work requirements, developing schedules, evaluating progress, and recording significant events and activities.
- Oversees or performs calibration of plant equipment to established standards to ensure accurate measurement of water treatment processes.
- Oversees or monitors water treatment processes including operation of chemical and physical processes; develops and oversees plan of action to correct difficulties.
- Oversees or performs laboratory test on water processes; analyzes test results and plant equipment operation; adjusts chemical or physical operation as required.
- Oversees or performs maintenance on water treatment or general plant equipment and systems; oversees or performs general clean up of plant.
- Coordinates with other offices or activities to operate and maintain distribution or collection systems.
- Interfaces with customers by answering questions and providing information.
- Performs administrative functions such as recording information, assisting with budgets, controlling expenditures, compiling reports, and monitoring materials.
- Performs other duties as assigned.

### **GENERAL STANDARDS**

<b>Data Involvement</b>	Data are information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations. Coordinates or determines time, place or sequence of operations or activities based on analysis of data or information and may implement and report on operations and activities.
<b>Interpersonal/People Involvement</b>	People include coworkers, workers in other areas or agencies and the general public. Supervises or leads others by determining work procedures, assigning duties, maintaining harmonious relations, and promoting efficiency.
<b>Reasoning Requirements</b>	Reasoning requires consideration of factors and variables to derive solutions to problems. Performs supervisory work involving policy and guidelines, solving both people and work related problems.
<b>Mathematical Requirements</b>	Mathematics requires the use of symbols, numbers and formulas to solve mathematical problems. Uses basic algebra involving variables and formulas, basic geometry involving plane and solid figures, such as circumferences, areas, and volumes, and

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	computes ratios, rates, percentages, or other parameters.
<b>Language Requirements</b>	Language involves the ability to read, write, and speak. Reads technical instructions, procedures manuals, and charts to solve practical problems; composes routine and specialized reports, forms, and letters; speaks compound sentences using normal grammar and word form.
<b>Mental Requirements</b>	Mental ability involves analysis, initiative, ingenuity, creativity, and concentration required by the job and the presence of any unusual pressures present in the job. Performs clerical, manual, and technical tasks requiring a wide range of procedures and requiring intensive understanding of a restricted field or complete familiarity with the functions of a unit or small division of an operating agency; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.
<b>Decisions/Supervisory Control</b>	Judgments and decisions refers to the frequency and complexity of judgments and decisions given the stability of the work environments, the nature and type of guidance, and the breadth of impact of the judgments and decisions. Directs actions of others, making decisions almost constantly, affecting subordinates, coworkers, customers, and others in the general public.

**EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS**

<b>Vocational/Educational Requirement</b>	Requires a high school diploma or a GED and formal training, special courses, or self-education equivalent to satisfactory completion of one year of college education or specialized advanced training in biology, chemistry, or a closely related field.
<b>Experience</b>	In addition to satisfying the vocational/educational standard, this class requires a minimum of four years of related, full-time equivalent experience.
<b>Special Certifications and Licenses</b>	Requires a valid driver's license and a driving record that is in compliance with City Driving Standards and a Virginia Class I Water works Operator's License. A Class (B) and/or Class (A) Commercial Driver's License (CDL), or the ability to obtain one within 6 months of hire, is also required. Special skills or other certifications may be required.
<b>Special Requirements</b>	Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies.

**ADA REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individualized job description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*

Revised 07/18/19