

**CITY OF CAYCE
CLASS DESCRIPTION
2000**

**CLASS TITLE: OPERATOR C
ENVIRONMENTAL SYSTEMS**

GENERAL DESCRIPTION OF CLASS

The purpose of the class is to provide monitoring and treatment of the City's drinking water/wastewater. The class is responsible for water purification and/or wastewater treatment plant operations, maintenance and quality control. The class works according to some procedures, but decides how and when to do things under general supervision.

ESSENTIAL TASKS

The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

Assists in operating the wastewater treatment and/or water purification plant; performs preventative maintenance on equipment.

Assists in repairing air compressors, motors, pumps and related equipment.

Determines chemical dosages to properly treat water/wastewater; runs quality control tests/process control tests.

Adds chemicals to water/wastewater; treats and disposes of sludge.

Maintains operating logs and related records.

Performs various plant operations including but not limited to mixing chemicals, changing chlorine cylinders, SO₂ cylinders, reading and recording data from gauges, meters, etc., checking chemical storage areas and tanks, checking and adjusting chemical feed systems, operating machinery necessary for proper functioning of the plant, emptying chlorine cylinders, etc.

Performs a variety of operations including flushing water lines as needed, cleaning/changing filters, turning water on and off in distribution system; and reading and recording data from recording charts. Operates belt press.

Responsible for performing general upkeep of the plant and surrounding grounds.

INVOLVEMENT WITH DATA, PEOPLE AND THINGS

DATA INVOLVEMENT:

Requires copying, entering or posting data or information.

PEOPLE INVOLVEMENT:

Requires serving others such as customers, attending to their requests and exchanging information with them.

INVOLVEMENT WITH THINGS:

CLASS TITLE: OPERATOR C

Requires handling or using machines, tools, or equipment requiring moderate instruction and experience such as water/wastewater purification and/or wastewater treatment machinery and equipment; may involve testing.

COGNITIVE REQUIREMENTS

REASONING REQUIREMENTS:

Requires performing semi-routine work with occasional problems.

MATHEMATICAL REQUIREMENTS:

Requires performing addition and subtraction, multiplication and division and/or calculating ratios, rates and percents.

LANGUAGE REQUIREMENTS:

Requires reading simple sentences, instructions, or work orders; writing simple sentences and completing simple job forms; speaking simple sentences using basic grammar.

MENTAL REQUIREMENTS:

Requires performing technical tasks prescribed by standard practices but which may require computation, the use of several procedures and the use of independent judgments with obvious choices; requires normal attention for accurate results.

VOCATIONAL/EDUCATIONAL AND EXPERIENCE PREPARATION

VOCATIONAL/EDUCATIONAL PREPARATION:

Requires high school diploma or GED and vocational/technical in water/wastewater treatment or related field, special courses or self-education that is equivalent to satisfactory completion of one year of college education or specialized advanced training.

SPECIAL CERTIFICATIONS AND LICENSES:

Must possess a valid South Carolina driver's license
Class "C" Water Treatment Plant Operator's Certification
Class "C" Biological Wastewater Treatment Plant Operator's Certification

EXPERIENCE REQUIREMENTS:

Requires two years of experience as a water/wastewater plant operator or any combination of training and experience which provides the required knowledge, skills, abilities and certification.

AMERICANS WITH DISABILITIES ACT REQUIREMENTS

PHYSICAL AND DEXTERITY REQUIREMENTS:

Requires light to medium work that involves walking or standing virtually all of the time and involves exerting between 20 and 50 pounds of force on a regular and recurring basis.

ENVIRONMENTAL HAZARDS:

CLASS TITLE: OPERATOR C

The job may risk exposure to dusts and pollen, extreme heat and/or cold, wet or humid conditions, fumes and/or noxious odors, moving machinery, electrical shock, disease/pathogens, and toxic/caustic chemicals.

SENSORY REQUIREMENTS:

The job requires normal visual acuity, field of vision, hearing, speaking, color perception, sense of smell and depth perception.

JUDGMENTS AND DECISIONS

JUDGMENTS AND DECISIONS:

Requires being responsible to guide others requiring a few decisions, affecting the individual and others in the general public; works in a stable environment with clear and uncomplicated written/oral instructions but with some variations from the routine.

ADA COMPLIANCE

The City of Cayce 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.

SOUTH CAROLINA RETIREMENT SYSTEMS

Belongs to the South Carolina Retirement System.

Excellent Employment Opportunity

WATER TREATMENT PLANT OPERATOR

The salary is dependent upon qualifications. Range is \$16.71 - \$24.74 DOE

The City of Cayce currently has a position available as a certified Water Treatment Plant Operator. This individual performs a variety of duties necessary for the production of potable water at the City's water treatment facility. The starting salary range plus holidays are commensurate to applicant's certification level and experience.

Preferred requirements include High School graduate with vocational/technical school training that will provide necessary knowledge, skills and ability for the position. **Preference will be given to DHEC Certified Operators.**

Excellent benefits package that includes State Retirement and paid health insurance. Applications are available on the city website: www.caycesc.gov. **A valid SC Driver's License with a good driving record is required. Must provide DMV report at first interview. Application required. EOE**