

## KENT COUNTY POSITION DESCRIPTION

*Kent County Levy Court  
555 Bay Road, Dover, DE 19901*

Department of Public Works  
*Division of Wastewater Facilities*  
Classified, GRADE 9  
40 Hour Week

### **BIOSOLIDS SPECIALIST I**

**GENERAL STATEMENT OF DUTIES:** Performs routine highly skilled work in the biosolids processing operation and maintenance of related equipment used in wastewater treatment plants and sludge disposal facilities; does related work as required.

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this class performs skilled level work in the operation, repair, and maintenance of biosolids (sludge) processing and wastewater treatment facilities including their structures, equipment, and work areas in compliance with applicable permit requirements. Employee will receive supervision from the Biosolids Specialist II or Operations Supervisor. Employee must use reasonable care, judgment, and the application of their knowledge in the performance of their duties.

**ADA REQUIREMENTS:** This is very heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; mental acuity is required for making rational decisions through sound logic and deductive processes; visual acuity is required for depth perception, color perception, night vision, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

**EXAMPLE OF WORK:** (Illustrative only)

Operate and clean belt filter presses and associated equipment;  
Operate and clean hot oil dryers and conveyor system;  
Operate thermal fluid heaters and valves as directed  
Make repairs as necessary to processing machinery;

Perform regular preventative maintenance to equipment;  
Accurately process biosolids to desired consistency;  
Determine and adjust sludge flows to achieve desired end product;  
Assist with training for entry level technicians, as directed;  
Receive and properly store supplies used in biosolids process;  
Monitor SCADA, as directed, and respond properly to unusual conditions;  
Perform general custodial work to keep plant site and facilities clean;  
Monitor equipment and maintain log book;  
Assist in monitoring all plant processes.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of the principles, practices and methods used in wastewater treatment and pumping operations; thorough knowledge of and prevention of the occupational hazards connected with wastewater facilities; advanced knowledge of the operation of mechanical and electrical equipment used in wastewater treatment and pumping; knowledge to maintain and adjust pumps, chemical feed machines and other plant equipment; ability to follow oral and written instructions; ability to perform manual labor; ability to establish and maintain effective working relationship with coworkers and supervisors; working knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

ACCEPTABLE EXPERIENCE AND EDUCATION: Completion of standard high school coursework or G.E.D. with at least one (1) year of experience in a biosolids processing operation, machinery repair, preventative maintenance, and boiler operation in a wastewater treatment plant, or any combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: May be required to pass written examination administered by Kent County Personnel Office. Possession and retention of a valid Class I Wastewater Facilities Operator license issued by the State of Delaware. Possession and retention of a valid motor vehicle operator's license issued by the State of Delaware. All motor vehicle violations must be reported to supervisor immediately and a good driving record is required to retain position. Must pass testing for substance abuse and criminal background investigation. May be required to pass testing of physical strength and agility to qualify for and retain position. Must maintain a positive work environment by acting and communicating in a manner that promotes harmonious relations with customers, co-workers, and supervisors. Direct deposit of pay required. May be required to work weekends, holidays, and late shifts. Additional collective bargaining agreement provisions may apply.

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Employee Acknowledgement

Eff. 10/01/07  
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