

## KENT COUNTY POSITION DESCRIPTION

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

Department of Public Works  
*Division of Wastewater Facilities*  
Classified, GRADE 10  
40 Hour Week

### **WWF PLANT OPERATOR III**

**GENERAL STATEMENT OF DUTIES:** Performs skilled and moderately difficult work tasks in the operation and maintenance of wastewater treatment plant and sludge disposal facilities; does related work as required.

**DISTINGUISHING FEATURES OF THE CLASS:** Positions in this class generally perform skilled level work in the operation, repair, and maintenance of wastewater treatment plants and sludge disposal facilities including their structures, equipment, and grounds in compliance with applicable permit requirements. Employee will supervise subordinate operators, and receive supervision from the Operations Supervisor or Plant Operator IV. Employee must use reasonable care, judgment, and the application of their knowledge in the performance of their duties.

**ADA REQUIREMENTS:** This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 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; visual acuity is required for depth perception, color perception, 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; mental acuity is required to make rational decisions through sound logic and deduction; 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)

Monitor equipment and maintain log book;  
Take water samples and flow readings;  
Waste sludge from the clarifiers;  
Take "sludge blanket" readings and record in log book;  
Receive and load chlorine cylinders;  
Collect dissolved oxygen test samples;

Clean still wells and chlorine contact tanks;  
Monitor the telemetry panel and note unusual conditions;  
Change flow charts;  
Perform general custodial work to keep plant and facilities clean;  
Assist in minor mechanical repairs to mechanical equipment;  
Monitor pumping stations data; in case of problem contacts maintenance personnel to perform corrective actions;  
Operate and clean concentrators and belt filter presses;  
Participate in preventive maintenance of plant equipment;  
Assist in training of Plant Operator I positions;  
Assist in monitoring all plant processes including sludge pumps, flow and chlorine rates, and solids removal and recycling, and septage receiving facilities to ensure proper operation.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of the principles, practices and methods used in wastewater treatment and pumping operations; good knowledge of and prevention of the occupational hazards connected with wastewater facilities; good 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 two (2) years of acceptable operation experience 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 III 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; Rev. 07/1/15