

Title: Biosolids Supervisor
Department: Public Works
Division/Office: Wastewater Facilities Division



Grade 2120; Hourly position; Category: Classified; Job Code: BIOS; Rev.:07/01/2021

General Description

The purpose of this position is to perform the highest level work in the biosolids processing operation and maintenance of related equipment used in wastewater treatment plants and sludge disposal facilities.

This single position works under general supervision of Operations Supervisor and Plant Superintendent, independently developing work methods and sequences.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions as necessary.

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- Coordinates, assigns and reviews work and establishes work schedules; maintains standards; monitors status of work in progress; inspects completed work assignments; answers questions; gives advice and direction as needed.
- Inspects and evaluates the plant premises and machinery for possible problems and reports findings to Operations Supervisor and Plant Superintendent.
- Monitors all plant processes including sludge pumps, flow and chlorine rates, and solids removal and recycling, and septage receiving facilities to ensure proper operation.
- Records and interprets readings of flow meter and gauges.
- Maintains and assists on repairs or supervises the routine maintenance and repair of all equipment.
- Maintains the concentrators and belt filter presses.
- Monitors the telemetry panel during the operation of the presses.
- Trains subordinate Plant Operators as needed.
- Records unusual occurrences in logbook.
- Performs chemical tests as needed.
- Participates in preventive maintenance of plant equipment.
- Performs related work as required.

Minimum Education and Experience Requirements:

Requires High School graduation or GED equivalent supplemented by three (3) years of experience as a Biosolids Plant Operator III or any combination of experience and training.

Additional Requirements:

Significant 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; superior knowledge of maintenance and adjustment of pumps, chemical feed machines and other plant equipment; ability to follow oral and written instructions; ability to perform manual labor; ability to establish

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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.

Americans with Disabilities Act 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; physical attendance at work site is required to perform manual tasks, provide immediate service to onsite customers, and supervise or interact with work group; 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 arm's 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.

Special Certifications and License Requirements:

- Must possess and maintain a valid state driver's license with an acceptable driving history.
- May be required to pass standardized examination to determine basic knowledge, skills & abilities.
- Possession and retention of a valid Level IV Wastewater Operator license issued by the State of Delaware.

Notices:

Kent County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management. This is an employment at-will position.

Employee Acknowledgement