

CIBOLO CREEK MUNICIPAL AUTHORITY  
EMPLOYEE JOB DESCRIPTION

POSITION JOB TITLE: Wastewater Plant Operator Technician I

PAY GRADE: 2

LOCATION: Regional Wastewater Treatment Plant

SUPERVISOR(S): Wastewater Assistant Plant Superintendent, Wastewater Plant Superintendent

JOB SUMMARY/DESCRIPTION: The Wastewater Treatment Plant Operator Technician position is part of the wastewater operations team. The Technician will work under close supervision and be provided with the mentoring needed to attain the skills, knowledge and attributes necessary for job performance and advancement. The Operator Technician I position is responsible for ensuring the plant operates consistent with TCEQ permit requirements. The Technician is normally supervised when performing day to day plant operations and maintenance duties.

DUTIES: (May include, but not limited to the following):

1. Monitor, and maintain machinery, pumps, motors, vehicles, chemical feed equipment, settling and/or separating equipment, aeration devices, filter and filter backwash equipment, plant buildings/structures, etc.
2. Shall perform all assigned duties in accordance with safety procedures and policies.
3. Perform tasks that require physical exertion, including lifting of object(s) in excess of 40 lbs.
4. Demonstrate and perform under general supervision routine tests involving effluent water quality which include, but are not limited to the following: chlorine residuals, pH, alkalinity, chlorides and settleable solids.
5. Collect permitted samples.
6. Monitor equipment such as flow meters, time clocks, pump run times, etc.
7. Maintain proper standards of housekeeping.
8. Work conditions are primarily outdoors with frequent exposure to inclement weather.
9. Establish and maintain effective working relationships and public relations.
10. Perform other duties as assigned by supervisory personnel.

JOB REQUIREMENTS:

1. High school diploma or equivalent (GED).
2. Ability to read and write English.
3. Possess a valid Texas Drivers License.
4. Must maintain a good driving record and abide by all traffic laws, rules, and regulations when operating a company vehicle or equipment.
5. Pass a pre-employment physical with drug screen.
6. Work an 8-12 hour day with rotating shift or 12 hour night shift which at times includes weekends/holidays. Hours may be extended.
7. Work involves walking, standing and driving.
8. Must successfully complete a probationary period of 90 days to achieve full status employment.
9. Must maintain a Class "D" Wastewater Operator Certification and achieve a class "C" Wastewater Operator Certification within 2 years of receipt of the class "D" certification.
10. Must be willing to travel to obtain certification training necessary for TCEQ Operator Certification.
11. Work overtime when necessary, with the possibility of emergency response.

ESSENTIAL JOB FUNCTIONS:

1. Communication skills, both written and oral
2. Read and log both analog and digital information.
3. Understand Safety Data Sheets (SDS).
4. Perform math skills and use a calculator.
5. Properly utilize personal protection equipment as required by appropriate safety protocols.
6. Climb up and down vertical ladders or staircases up to 40 feet.
7. Work in confined spaces.
8. Operate motorized equipment such as mowers, riding mowers, tractors and vehicles.
9. Operate powered hand tools.
10. Walk several miles per day.
11. Operate both small and large valves.
12. Accurately interpret true colors.
13. Perform basic first aid and CPR.
14. Perform sound decision making judgment when performing duties.