

# **CITY OF CHATTANOOGA**

## **Classification Specification Title: Plant Operator 3 (Wastewater)**

**Department: Wastewater**

**Pay Grade: WWFG.06N**

**Supervision Received From: Pump Station Opr Supervisor**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For: None**

**Established: 6/29/07**

**Revision Dates: 4/3/25;  
3/18/24; 12/11/23; 10/3/22**

### **CLASSIFICATION SUMMARY:**

Incumbents in this classification are responsible for performing activities related to ensuring that operational plans/procedures are properly implemented to meet regulatory requirements, and to perform specialized work associated with operation/maintenance of primary systems, secondary systems, centrifuges, pump stations, the control room, and oxygen plant systems. Other duties include coordinating communications between appropriate personnel to ensure problems receive appropriate attention; scheduling workers during worker absences and generating reports. Work requires limited supervision and fills in as Chief Operator when needed.

**SERIES LEVEL:** Plant Operator 3 is the third level of a five-level wastewater plant operations series.

### **ESSENTIAL FUNCTIONS:**

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

May serve as a lead to lower-level plant operators to include assigning and monitoring work and providing direction. Operates, maintains and monitors wastewater treatment plants, including remote pump stations and the collection system.

Utilize graphic displays for equipment and pump stations and compare with computerized graphic displays to verify the validity and assign proper personnel to resolve problems indicated by computerized results.

May monitor telemetry system for plant and collection system pump station equipment; verifies the validity of computer telemetry.

Assist in coordinating the operation and maintenance of the treatment plant, stormwater stations, pump stations, and combined sewer overflow stations.

May provide assistance and/or back-up coverage at the oxygen generation plant and at primary and secondary pump stations.

Coordinates the resolution of wastewater plant operational problems to ensure efficient and safe plant operations.

May prepare and disseminate a variety of routine and legally mandated reports related to wastewater plant operations.

The Plant Operator 3 reports directly to the Plant Solids Operations Supervisor and is the third in-command of five levels in Plant Operations at the Moccasin Bend Environmental Campus. As such, my job duties include serving as lead to lower-level plant operators - assigning, monitoring work and providing direction and training.

As Lead Operator, I also must ensure that all daily samples, Chains-of Custody and Daily Reports correctly follow the State and Federal regulations before preparing and disseminating a variety of routine and legally mandated reports related to wastewater plant operations.

Routine duties involve highly skilled work of operating, maintaining and monitoring wastewater (sludge) flows and stabilization in the treatment plant.

Specifically in Solids it involves the operation of high volume, high speed Centrifuges in order to recycle the sludge into usable organic fertilizer. In order to do this, I must utilize computerized graphic displays for Centrifuges, conveyors, pumps plus controlled chemical mixing and injection; then verify and interpret the process and direct proper personnel to resolve any problems (troubleshooting), ensuring efficient and safe plant operations.

The Plant Operator 3 also fills-in for the Plant Solids Supervisor, as needed, when the Supervisor is away for any reason, including directing Departmental work and generating Departmental reports and payroll.

May receive, investigate, resolve and respond to complaints and potentially hazardous situations.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Perform other duties as assigned.

This position is deemed essential during inclement weather situations, and must report to or remain at work, even when administrative closings are announced, as determined by the Department Head.

DEPARTMENT SPECIFIC DUTIES (if any):

Pump Station Operator 3

On call day and night and holidays and weekends.

Fills in for Chief Operator when needed.

Answers phone after-hours when City residents call with questions regarding their sewer or sewer billing.

Works overtime as needed to maintain adequate staffing levels.

Collects and analyzes a variety of field samples to ensure chemical feed rates, plant processes, and equipment performance are within designated operational ranges and functionality.

Acts as customer service agent when answering incoming telephone calls from customers, contractors, and vendors, while maintaining professional etiquette as a representative of the City.

Completes a variety of daily, weekly, or monthly calculations and spreadsheets.

Issues a variety of emails to communicate plant performance or problems to necessary personnel.

Maintains daily log book entries for required recordkeeping and for reference for other shifts.

Acts as Chief of shift in the absence of the Chief.

Attends continuing education classes to satisfy state requirements to maintain current wastewater licenses.

**MINIMUM QUALIFICATIONS:** High School Diploma or GED, supplemented by vocational/technical training in wastewater treatment plant operations, or a related field and three (3) years of work experience in a wastewater treatment plant; or any combination of equivalent experience and education.

#### **LICENSING AND CERTIFICATIONS:**

A valid Driver's License.

Depending on assignment may be required to have a State of Tennessee Grade II Collection System Certification or the ability to obtain it within twenty-four (24) months of hire date.

#### **SUPPLEMENTAL INFORMATION:**

**KNOWLEDGE & SKILLS:** Knowledge of operation, maintenance and repair of major wastewater plant equipment, operations and facilities; wastewater treatment principles, methods and practices; operation and maintenance of a wide variety of tools and equipment utilized in the trade; mathematical concepts; safety rules, codes and regulations and safe work methods and precautions related to the work; methods and precautions in storing and handling chlorine and other hazardous gasses and chemicals; process control tests; telemetry systems; and preventative maintenance practices and procedures as applied to wastewater treatment facilities and collection systems.

Skill in prioritizing and assigning work; coordinating the repair and/or resolution of potentially hazardous situations; identifying and responding to wastewater system problems; preparing legally-mandated reports; using a computer and related software applications; operating wastewater treatment plant equipment; performing routine maintenance and making operating adjustments to wastewater equipment; cleaning facilities and equipment; recognizing unusual, inefficient or dangerous operating conditions and taking appropriate action; reading and recording data from gauges and meters; performing routine control tests and adjust plant equipment accordingly; preparing and maintaining a variety of records and logs of work performed; and, communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

**PHYSICAL DEMANDS:** Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and seeing.

**WORK ENVIRONMENT:** Medium Work: Exerting up-to 50 pounds of force occasionally and/or up-to 20 pounds of force frequently and/or up-to 10 pounds of force constantly to move objects. Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gasses, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, workspace restrictions, confined space entry, and infectious diseases.

**SPECIAL REQUIREMENTS:**

Safety Sensitive: Y

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.