



Butts County

City of Flovilla, City of Jackson, and City of Jenkinsburg

Water & Sewer Authority

Water Treatment Operator - Class III

WP/5

Water Production

JOB SUMMARY

This position is responsible for water treatment and maintenance of the treatment plant for the Butts County, et al. Water & Sewer Authority.

MAJOR DUTIES

- Monitors and controls water treatment and purifying processes.
- Operates a variety of equipment including pumps and valves to regulate water flow into the plant; monitors the flow of finished water for distribution throughout Butts County.
- Collects water samples, conducts laboratory tests, and analyzes samples to determine the chemical composition of the water.
- Applies chemicals as directed to maintain water quality.
- Documents all activities; assists in preparing recorded data for regular reports.
- Assists in repairing, calibrating, and maintaining a variety of specialized equipment including pumps, valves, motors and electrical system.
- Maintains grounds and cleans facilities.
- Remains on-call for emergencies and shift coverage.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of water treatment methods and practices.
- Knowledge of water distribution and collection systems and operations.
- Knowledge of chemical use and storage procedures.
- Knowledge of safety and environmental protection laws and requirements.
- Knowledge of computers and job related software.
- Skill in operating related, specialized equipment.
- Skill in oral and written communications.
- Skill in interpersonal relations.

SUPERVISORY CONTROLS

The Water Production Superintendent assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include Authority policies and procedures, County codes and ordinances, Georgia Environmental Protection Division rules and regulations, and related federal, state, and local laws. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related technical and maintenance duties.
- The purpose of this position is to treat water for the Butts County, et al. Water and Sewer Authority. Success in this position helps ensure clean and safe water for the customers of the Authority.

CONTACTS

- Contacts are typically with co-workers and other Authority employees and agencies.
- Contacts are typically to provide services or to give or exchange information.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color and utilizes sense of smell.
- The work is typically performed in a treatment plant and exposes the employee to noise, dust, dirt, grease, machinery with moving parts, contagious or infectious diseases or irritating chemicals, the outdoors and occasional inclement weather and requires the use of protective devices such as masks, goggles, and gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work.
- High school education.
- At least three months experience in water plant operation.
- Possession of a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- Possession a Georgia Class 3 Water Operator license.