



**ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY  
WASTEWATER TREATMENT PLANT OPERATOR**

**Pay Grade: 59 Pay Range: \$18.77 to \$26.28 per hour DOE/Q plus benefits.  
Candidate of choice must pass pre-employment drug test and background check.  
FLSA status: Non-exempt (eligible for overtime)**

**Qualifications:** Education and/or experience equal to three (3) years wastewater treatment plant operation or related work. Must possess a valid Arizona State Drivers License. An Arizona Grade 2 Wastewater Treatment Plant Operator Certification is preferred and/or must be obtained within six (6) months of hire in order to pass probation in new position. An Arizona Grade 3 certification must be obtained within 18 months thereafter. Must possess or be capable of obtaining Arizona Class B CDL within six (6) months of hire, and maintain licensure thereafter.

**Tasks:** Position will require monitoring the wastewater treatment process to ensure effluent water quality compliance is maintained; collect samples of raw and treated wastewater for lab analysis; conduct tests to monitor the biological process and troubleshoot process control changes; monitor pump operation, record pump readings and program timers; operate anaerobic digester complex and dewatering equipment, maintain the recharge/reuse effluent delivery system; maintain buildings and grounds; assist laboratory technician and perform laboratory analysis; assist maintenance specialist in repair of process equipment; operate backhoe, roll-off truck and assorted pieces of machinery; provide accurate documentation and computer data entry; provide on-call response on a rotating schedule; perform facility tours, answer or refer questions to educate the general public regarding the wastewater treatment process and/or effluent delivery system; perform other duties as necessary.

**Knowledge, Skills, and Other Characteristics**

**Knowledge of:**

- ✓ Federal, State and local rules, regulations, policies and procedures regarding the proper methods and techniques of operating a wastewater treatment facility.
- ✓ Various chemicals used in wastewater treatment.
- ✓ Occupational hazards and appropriate safety precautions.
- ✓ State and Federal regulations, standards and criteria regarding the discharge of effluent.
- ✓ General building/grounds maintenance and repair practices.

**Skills in:**

- ✓ Operating and maintaining wastewater treatment plant equipment.
- ✓ Performing simple laboratory analysis.
- ✓ Following oral and written instructions.
- ✓ Utilizing public relations techniques in responding to inquiries and complaints.
- ✓ Establishing and maintaining effective working relationships with State, Federal and other local officials, elected officials and City residents.

**Physical and Visual Ability:** Must be sufficient to safely perform required duties, safely operate required equipment and City vehicles as needed; be able to lift 75 pounds; be able to see clearly, with correction if necessary, during both day and evening hours and in potentially adverse weather conditions.

**Hearing and Speaking Ability:** Must be sufficient to clearly, concisely and effectively communicate in person, by radio and over the telephone.

Applicant must be free from mental disorders that would interfere with performance of duties as described.

**Deadline: Applications must be received by 5:00 p.m. November 30, 2011**

**Send application/resume to:**

City of Prescott, Human Resources, 201 S. Cortez Street., Prescott AZ 86303  
928.777.1315 928.777-1347 800-748-6205 TDD 928.776.5680 Fax: 928.777.1213

**Email:** [personnel@prescott-az.gov](mailto:personnel@prescott-az.gov) **Visit our website at** [www.cityofprescott.net](http://www.cityofprescott.net)

EEO/M/F/V/H/D/NSE

Posted: November 15, 2011

Mark Nietupski \_\_\_\_\_  
Public Works Director

Mary Jacobsen \_\_\_\_\_  
Human Resources Director

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MAJOR BENEFITS FOR A FULL-TIME REGULAR EMPLOYEE: Twelve days annual paid vacation; Ten paid holidays; Paid sick leave; Paid employee health and life insurance; Retirement benefits; Deferred Compensation Plan; Social Security benefits; other optional benefits. PROBATION: An established probationary period must be satisfactorily served by each employee. NOTE: When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the selection process.