



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)

Special Requirements: Must possess a valid Arizona State Drivers License. Must possess or be capable of obtaining an Arizona Class B CDL within six (6) months of hire, and maintain licensure thereafter. An Arizona Grade 1 Wastewater Treatment Plant Operator Certification is preferred and/or must be obtained within one year of hire. An Arizona Grade 2 certification must be obtained within 18 months of obtaining a Grade 1 certification and an Arizona Grade 3 certification must be obtained within 18 months of obtaining a Grade 2 certification. Those hired with a Grade 1 certification will have 18 months to obtain a Grade 2 and 18 months thereafter to obtain a Grade 3. Those hired with a Grade 2 certification will have 18 months to obtain a Grade 3. All certifications must be maintained throughout employment with the City. Must pass a one (1) year probationary period.

Qualifications: Education and/or experience equal to two (2) years wastewater treatment plant operation or related work is preferred.

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 and their volatility factors.
- ✓ 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. February 5, 2013

Send application/resume to:

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

Email: hr@prescott-az.gov Visit our website at www.cityofprescott.net

Posted: January 15, 2013

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MAJOR BENEFITS FOR FULL-TIME REGULAR EMPLOYEES: Fourteen (14) days paid time off; Ten paid holidays; Employee Health and Life Insurance; Short Term Disability; Long Term Disability and Retirement benefits; Deferred Compensation Plans; Social Security contributions; 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.