



INTERNAL ONLY POSTING

SENIOR WATER TREATMENT PLANT OPERATOR WATER TREATMENT PLANT

Under the supervision of the Water Filtration Facility Supervisor, the position of Senior Membrane filtration plant/water systems operator requires that they apply their knowledge, experience and skills acquired in the field of drinking water treatment, to operate and monitor a computerized water filtration control system (SCADA) as well as the related equipment used in the membrane water filtration process. The operator should be able to detect equipment malfunctions and to ensure plant systems are operating normally to maintain and regulate the continual treatment and distribution of drinking water without interruption of quality or service.

This individual will perform routine and non-routine maintenance on turbidimeters, chlorine analyzers, pumps, piping systems, valves, and related filtration plant equipment; perform lab and clerical work; and perform activities necessary to maintain structures, equipment and grounds. The Membrane Water Filtration Facility Operator position in the Water Treatment Division primarily operates, maintains, and repairs water supply and treatment facilities, produces an uninterrupted supply of safe and high quality drinking water, and ensures water is free from disease causing organisms and toxic substances.

This is a regular, full-time, non-exempt position and part of the Newport Employees' Association Collective Bargaining Unit. The salary range of the position is \$4,418 - \$5,791/month. Placement in the salary range will be based on the training, education, experience, and skills of the person hired and in accordance with Article 10, Section 2 of the Collective Bargaining Agreement.

JOB QUALIFICATION REQUIREMENTS:

MINIMUM/MANDATORY EDUCATION AND EXPERIENCE REQUIREMENTS:

Any equivalent combination of education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the duties as described. A typical way to obtain the knowledge, skills and abilities would be:

- High School Diploma or equivalent, and
- 2 year Associates Degree in Water Treatment or equivalent field, and 10 years total related experience;
or an equivalent combination of education and experience,
 - Credit for up to 2 years of experience for equivalent time of education at college, trade or technical school in related subject.
 - Combined experience as a Water Treatment Plant Operator I, II, or III will apply to experience requirements.
- **Oregon Water Treatment Level III Certification at time of hire.**
- Training or experience in micro-fiber filtration processes or facility.
- Experience with operating a Treatment 3 water treatment plant using a centralized computer system.
- 40 hours of professional development in addition to the 20 hours required every 2 years for recertification, within the last 5 years.

KNOWLEDGE: Knowledge of general principles in water treatment. Knowledge of occupational hazard and effective/proper safety standards, practices and procedures related to equipment operation, heavy labor, and the use of hand and power tools and equipment. Familiarity with the operations, materials, methods, techniques, and the Federal and State guidelines used in water treatment. Knowledge of modern water treatment methods, theories and practices

Knowledge of safe drinking water regulations. Being comfortable with routine, repetitive work. Knowledge of hydraulic principles, basic microbiology, math and basic chemistry. Demonstrated knowledge of personal protective equipment (PPE) application, use, and care. Knowledge of public contracting and purchasing laws; state and federal laws regarding employee rights; standard personnel rules, regulations and policies.

SKILLS: Skill in the use of personal computers, various related software programs, standard office equipment, and hand and power tools. Proficiency in routine vehicle maintenance, service, and refueling. Understanding and proficiency of radio communication protocol. Computer proficiency. Training or experience in micro-fiber filtration processes or facility. Demonstrated proficiency in management of division personnel and equipment. Demonstrated proficiency in budgeting and purchasing. Strong time management, analytical, organization, and prioritization skills. Customer Service orientation and skills. Effective team building skills, conflict resolution, and strong leadership; exceptional interpersonal skills, strong oral and written communications skills with a variety of audiences; ability to communicate complex material in a simple, understandable manner; competence in Business English, spelling, and punctuation. Strong reasoning, analysis, and problem solving skills combined with excellent judgment and professionalism.

ABILITIES: Ability to establish and maintain an effective working relationship with City management, employees, Council members, other entities, and the public. Ability to write work reports and maintain records and logs; read and interpret technical manuals, work orders, blueprints, diagrams, and sketches; Ability to communicate effectively, both orally and in writing, with individuals and groups. Ability to work independently. Ability to make rapid and sound decisions in the event of extraordinary situations such as equipment malfunctions, rapid deterioration of raw water quality, or power outages, to ensure the quality of finished water and protect public health. Occasionally may be required to exercise this judgment while unsupervised. Physical ability to perform the essential job functions. Work weekends and on call during emergencies. Attend job related classes and seminars. Is subject to call out after normal working hours and to respond within one hour to emergency situations.

SPECIAL REQUIREMENTS/LICENSES

- Oregon Water Treatment Level III Certification at time of hire.
- Possession of a valid Oregon driver's license at time of hire.
- Forklift training within six months of hire.
- First Aid/CPR within six months of hire.
- Work Zone Traffic Control (flagger) training within 6 months of hire.
- Confined Space training within 6 months of hire.
- Lock-Out- Tag-Out training within 6 months of hire.
- Occupational Noise Exposure training at time of hire.
- Other certifications as required by position classification.

PHYSICAL DEMANDS OF POSITION:

While performing the duties of this position, the employee is frequently required to walk, sit, stand, bend, kneel, stoop, communicate, reach, and manipulate objects. The position requires mobility including the ability to frequently lift or move materials up to thirty (30) pounds and occasionally lift or move materials up to one-hundred (100) pounds. The position requires the ability to operate a motorized vehicle. Manual dexterity and coordination are required about 90% of the work period while operating equipment such as computers, keyboards, telephones, standard office equipment, maintenance equipment, and motorized vehicles. Physical exertion may be required to move heavy objects, crawl through tight spaces, and kneel in confined areas. Physical effort may be required to perform heavy manual labor in confined/cramped spaces or uncomfortable conditions, climb ladders, bend, reach, and stand for long periods. Sensory requirements include; speaking, hearing, vision, color discrimination, touch, smell, and balance. Sensory requirements include; speaking, hearing, vision, color discrimination, touch, smell, and balance.

WORKING CONDITIONS/WORK ENVIRONMENT:

Work location is primarily indoors where most of work period occurs under plant conditions and may involve exposure to loud noise, offensive smell, dust, heavy machinery, chemicals, and fumes. Employees in this position are exposed to the risk of physical harm from hazards, including excessive noise, chemicals, fumes, heavy equipment, and hand and power tools. May be required to handle hazardous chemicals, such as chlorine and caustic. At times work may be performed outside in all kinds of weather conditions.

Subject to 24-hour call back for emergencies. Is subject to call out after normal working hours and to respond within one hour to emergency situations.

TO APPLY: City application forms are available on the city website at www.newportoregon.gov, or picked up from the City Manager's Office at the Newport City Hall, 169 SW Coast Highway, Newport, Oregon 97365.

In addition to the application, a detailed cover letter describing how you meet the specific qualifications for this position must be included. The cover letter should state your experience, training, and education as it relates to the requirements of the position.

Application materials should be sent to: City of Newport, Attention: Human Resources, 169 SW Coast Highway, Newport, Oregon 97365, or e-mailed to jobs@newportoregon.gov.

The position is open until 5:00 PM on Friday, August 25, 2017.

The City of Newport is an EEO employer and veteran's preference provider. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected under state, federal or local law.

Successful completion of a comprehensive pre-employment background check is required for all positions. American with Disabilities Act accommodations will be provided upon request.