

# Drinking Water Plant Operator

## Township of East China

### Duties Summary

Assists and participates in the operation, maintenance, and repair of a membrane filter water treatment plant; conducts various tests and analyses of water samples, interprets findings, and makes necessary adjustments to the treatment processes; and performs other duties as required.

Applicants must be available to regularly work scheduled weekends and holidays, and be available to respond to emergency calls during non-working hours.

The operators work is performed under the direct supervision of the Water Plant Superintendent.

### Responsibilities

An employee in this position may be called upon to do any or all the following: (These examples do not include all of the tasks which the employee may be expected to perform.)

1. Operate and maintain water treatment process and laboratory equipment.
  - a. Use and maintain membrane filtration system components.
  - b. Monitor chemical feed systems and maintain chemical levels sufficient for daily operations.
  - c. Perform chemistry tests on plant influent and effluent samples.
  - d. Perform Bacteriological tests on plant effluent and distribution samples as scheduled.
  - e. Record daily equipment hours, scale weights, and flows.
  - f. Record laboratory equipment temperatures and operating logs.
  - g. Perform QA/QC as prescribed on daily, weekly and monthly records.
  - h. Report results from all tests and readings to appropriate logs and report sheets.
2. Participate in the maintenance of plant facilities.
  - a. Perform preventative maintenance of mechanical equipment in the treatment plant, storage facilities and stand by power equipment.
  - b. Periodically inspect and submit operating reports to determine equipment repair needs.
  - c. Perform periodic housekeeping to ensure that acceptable levels of cleanliness are being maintained.
  - d. Maintain and repair plant buildings, structures, and grounds.
  - e. Assist as needed in major repair work to be performed by private contractors.
3. Perform related work as required.

### Minimum Qualification Requirements

Training and Experience: A combination of education and experience substantially equivalent to:

1. completion of high school, or GED
2. A current State of Michigan Water Works System Operator Certificate (**F4** or higher) at time of application.
3. Possession of a valid State of Michigan driver's license You will be required to submit your valid driver's license on the date of the hire.

Note: Certified Water Treatment Plant Operators shall obtain continuing education units to maintain their certification as set by the State of Michigan Department of Environmental Quality (MDEQ).

### Knowledge of:

1. Principles and practices used in the operation and maintenance of water treatment, filter, and chlorination plants; principles of hydraulics; principles of electricity; laboratory procedures and techniques; elementary principles of general science.
2. Practices and procedures involved in collecting and testing samples and in recording, assembling, and compiling observations and statistical data; types and functions of machinery and equipment used in water treatment, filter, and chlorination plants; operating and servicing requirements of machinery and equipment.
3. Hazards and safety practices involved in working with and around moving electrical equipment and corrosive and toxic chemicals; arithmetic.

### Ability to:

1. Learn, interpret, understand, and apply theories, methodologies, and applicable regulations necessary to maintain the MDEQ Waterworks system operator **F4** license.
2. Operate and maintain electrical pumping units and auxiliary equipment relating to a membrane filter water treatment plant; diagnose malfunctions and problems in plant equipment; read and interpret meters and gauges; maintain operating records and statistics.
3. Review operational reports of equipment and laboratory analyses of water, and determine need for adjustments; learn operating principles, uses, and maintenance of new equipment.
4. Perform the required laboratory tests and analyze results; make arithmetical computations; use standard office equipment and computer programs including SCADA system.
5. Understand and follow oral and written instructions; work harmoniously with others; handle weights and loads; occasionally work in hazardous conditions; perform standby and/or shift work.

### Physical Requirements:

1. Persons seeking appointment to positions in this class must meet the health and physical condition standards deemed necessary and proper to perform the essential functions of the position with or without reasonable accommodations.

## **Supplemental Information**

### 1.Wages and benefits

- a. Wages starting at \$25.35/hr.
- b. Benefits available upon satisfactory completion of 90-day probationary period and/or current union contract.
  - Defined Benefit Pension
  - Competitive Health, Vision and Dental Insurance
  - Vacation, Sick, and Personal time

### 2.How to apply

- a. Applications are available at [www.eastchinatownship.org/employment\\_application.pdf](http://www.eastchinatownship.org/employment_application.pdf) or at the East China Township Offices (address below)
- b. Please submit with your completed application the following:
  - i. Resume and cover letter
  - ii. A copy of your current Waterworks System Operator license

Please submit the required information to the East China Township Offices located at  
5111 River Rd.

East China Township, MI 48054

Or email to [dwayne@eastchinatownship.org](mailto:dwayne@eastchinatownship.org)

East China Township is an Equal Opportunity Employer.