



City of Casa Grande

Chief W/W Treatment Plant Operator

GENERAL PURPOSE: Under general supervision, organizes, directs and supervises the staff and activities of the Wastewater (W/W) treatment plant and equipment.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Monitors and inspects W/W plant operations; analyzes primary functionality and ancillary systems, and supervises maintenance and repairs of plant systems and components.
- Supervises staff and evaluates performance; monitors operations and reviews the work of assigned staff to assure the efficient and timely accomplishment of assigned duties and responsibilities.
- Regulates flow of W/W through plant.
- Coordinates maintenance and repair of W/W collection systems, equipment and lift stations.
- Maintains and repairs complex and technically difficult W/W systems, equipment and components.
- Manages resource allocations; assures safe and efficient operations; manages the collection, analysis and reporting of operational data; forecasts equipment and resource requirements.
- Monitors and manages operations and assures that W/W treatment plant and program activities are in compliance with all laws, regulations, policies and safety standards.
- Reviews W/W maintenance trends and issues, and recommends operational improvements.
- Requisitions and purchases materials, parts and supplies.
- Performs other duties as assigned or required.

SUPERVISION EXERCISED: Maintenance workers and plant operators.

JOB DESCRIPTION

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MINIMUM QUALIFICATIONS:

Education and Experience:

Bachelor's Degree in Environmental Science, Chemistry or related field, and seven (7) year's experience in water/wastewater programs; OR an equivalent combination of education and experience.

Necessary Knowledge, Skills and Abilities:

- Knowledge of City policies and procedures.
- Knowledge of the principles and processes of W/W treatment.
- Knowledge of the functions and servicing requirements of W/W plant machinery and equipment.
- Knowledge of W/W facilities planning and management methods.

- Skill in performing a variety of W/W treatment plant maintenance and operation activities.
- Skill in coordinating staff, and delegating tasks and authority.
- Skill in reading and understanding blue prints, technical documents and electrical schematics.
- Skill in promoting and enforcing safe work practices.
- Skill in establishing cooperative working relationships with employees and City staff.
- Skill in effective communication, both verbal and written.

Special Requirements: Possession of a Valid Arizona Commercial Drivers License; Grade 4 Wastewater Treatment Plant Operator's certification, and treatment and collection certifications from the Arizona Department of Environmental Quality.

Physical Demands / Work Environment: Work is performed outdoors and W/W facilities.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needed.