



City of Casa Grande

## Water Plant Operator

**GENERAL PURPOSE:** Under general supervision, performs a variety of routine and skilled work in the operations of water treatment wellheads and related 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.*

- Tests, inspects, maintains and repairs water treatment and water distribution infrastructure.
- Reviews wellhead operations and monitors data, equipment and machinery to assure compliance with safety standards and prescribed operating standards.
- Operates pumps and water treatment equipment.
- Monitors, regulates and maintains system flow of water from distribution systems.
- Collects water samples and conducts tests as required; adjust chemical levels as needed.
- Reads gauges and maintains operating logs according to schedules.
- Services and repairs pumps, motors, valves, meters, and other mechanical equipment.
- Investigates complaints.
- Responds to requests for information; provides assistance to the public within scope of authority.
- Performs other duties as assigned or required.

**SUPERVISION EXERCISED:** None.

**JOB DESCRIPTION**  
**WaterPlantOperator.doc**

**MINIMUM QUALIFICATIONS:**

**Education and Experience:**

High School diploma or GED equivalent, and one (1) year's water or wastewater program experience.

**Necessary Knowledge, Skills and Abilities:**

- Knowledge of City policies and procedures.
- Knowledge of the principles and processes of water treatment, and Arizona Department of Environmental Quality water safety standards.
- Knowledge of servicing requirements of water plant machinery and equipment.
  
- Skill in performing a variety of water treatment plant operation activities.
- Skill in reading and interpreting gauges and recording devices.
- Skill in keeping records and making reports.
- Skill in following and effectively communicating verbal and written instructions.
- Skill in operating a personal computer utilizing a variety of business software.

**Special Requirements:** Possession of a Valid Arizona Commercial Drivers License; Grade 1 Wastewater Treatment Plant Operator's certification, and collections and distribution certifications from the Arizona Department of Environmental Quality.

**Physical Demands / Work Environment:** Work is performed outdoors and in Public Works 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.*