



## **JOB DESCRIPTION**

**TITLE: SR. WASTEWATER TREATMENT FACILITY OPERATOR**  
**STATUS: Union/FLSA Non-Exempt**  
**GRADE: Grade 14**

### **JOB SUMMARY:**

Incumbent is responsible for operating, monitoring, and maintaining a membrane bioreactor (MBR) Wastewater Treatment Facility to ensure compliance with District, local, state, and federal regulations.

### **REPORTING RELATIONSHIPS:**

This position reports to the Wastewater Treatment Facility Manager and receives work instruction and assignments from the Lead Wastewater Treatment Facility Operator. This is a senior level position which requires little or no supervision. This position does not supervise other positions but may provide guidance to journey level operators or operators-in-training.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Evaluates lab tests and operations; makes recommendations for process adjustments to ensure compliance with all federal, state, and local regulations and reporting requirements.
- Gathers, tabulates, and calculates information for reports to the Department of Ecology; conducts quality assurance checks; tests equipment, formulates and performs audits and maintains lab equipment and supplies.
- Monitors and records flow levels, collects samples from various facility locations, performs laboratory tests for Biochemical Oxygen Demand, suspended solids, settleable solids, total solids, pH level, chlorine residuals, mean cell residence time and food to microorganism ratios; and interprets test results and flow data.
- Diagnoses problems and takes corrective action as required; inspects and observes operations for proper functioning of equipment and machinery and takes meter readings, checks valves and gauges.
- Performs preventative maintenance of equipment and machinery such as pumps and tanks; washes down tanks and equipment and completes all major repairs; records and reports results.
- Controls the biological process of activated sludge and takes necessary action to ensure proper process control for compliance with state regulations.
- Prepares summaries of laboratory tests and operating statistics for District management; prepares and submits reports on operations for regulatory agencies.
- Checks facility for safety and health hazards; takes corrective action as needed.
- Performs other duties as required or assigned.

### **MINIMUM QUALIFICATIONS:**

#### **Knowledge of:**

- Laboratory equipment and techniques;
- Functions and maintenance requirements of equipment used in wastewater treatment facilities;
- Principles, practices, standards and regulations used in the processing of wastewater treatment and biosolids handling and disposal;

- District's procedures and requirements for record keeping and administration of treatment facility operations;
- Reporting requirements of regulatory agencies;
- Safety and health hazards inherent in wastewater treatment;
- Preventive Maintenance practices for secondary wastewater treatment facilities;
- Principles and practices of secondary treatment of wastewater;
- Basic mathematics including formulas and calculation of percentages; and
- Basic chemistry and electricity.

**Skill in:**

- Using computerized process control equipment for wastewater treatment;
- Troubleshooting problems with wastewater treatment operations;
- Electrical and mechanical systems troubleshooting and repair;
- Using computers and related software applications;
- Using laboratory equipment;
- Communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

**Experience/Education:**

Any equivalent combination of education and experience that provides the applicant with the knowledge, skills and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be five years of experience as a treatment facility operator performing laboratory tests, experience in the functions and maintenance of primary and secondary wastewater treatment facilities and three years at a membrane bioreactor (MBR) wastewater treatment facility or plant.

**Education:**

High School Diploma or General Equivalency Diploma (GED) and training in biology, chemistry or other related field.

**Licensing Requirements:**

A valid Washington State Driver's License, Industrial First Aid Card, and a Washington State Wastewater Operator Certification Group III.

May possess and maintain a Washington State Commercial Driver's License (CDL) endorsement as it is needed for internal promotional opportunities or District business need. If CDL endorsement is held, incumbent is subject to all regulations of Federal and AWWD CDL program.

**WORKING CONDITIONS:**

Duties are primarily performed in the laboratory and in the treatment facility with exposure to various tools and equipment, wastewater systems, gases, hazardous materials, chemicals, pesticides, unpleasant odors, and loud noises.

**PHYSICAL REQUIREMENTS:**

This position typically requires walking, climbing, balancing, stooping, kneeling, crouching, crawling, pushing, pulling, lifting, grasping, finger dexterity, feeling, reaching, standing, talking, hearing, seeing and repetitive motions.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

*This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District.*

Approved: April 2014  
Revised: August 2019