

TOWN OF WEAVERVILLE

EMPLOYMENT OPPORTUNITY

WEAVERVILLE WATER DEPARTMENT – WATER TREATMENT FACILITY

The Town of Weaverville Public Works Department is now accepting applications for full-time employment with the Town of Weaverville- Lawrence T. Sprinkle Water Treatment Facility. Applicants must be at least 18 years of age and currently certified at Grade C-Surface Water Plant Operator (or higher) by The North Carolina Water Treatment Plant Facilities Operators Certification Board. Candidate must possess a valid North Carolina Driver's License and have the ability to obtain a NC Commercial Driving License "B" with tanker endorsement within 6 months of hire date (employer covers cost). Possession of a Grade 1 Physical/Chemical Waste Water Certification and other water related certifications are a plus. For a more detailed description, request the Certified Water Treatment Plant Operator job description. Opening is for night shift, midnight to 10 am, 4 – 10 hour work day schedule, Wednesday through Saturday. However, candidate must be willing to work as required to maintain water services.

- 1.) Position Title: Certified Water Treatment Plant Operator
- 2.) Pay Grade: 16 *Minimum Entry Wage \$ 34,846.34 per year
(*hire in pay rate commensurate to applicants education and experience)
- 3.) Application and description of specific qualifications and duties can be obtained at the Weaverville Public Works Facility,
15 Quarry Road,
Weaverville NC 28787 8:30 am and 4:00pm weekdays
Email request; tlaughter@weavervillepublicworks.org (note job title in subject line).
Contact person: Tony Laughter, Public Works Director 828-484-7021
- 4.) The Town of Weaverville is an equal opportunity employer. Employment selections are made without regard to race, sex, religion, color, national origin, age or non-disqualifying handicapping condition. Background check and pre-employment drug screen are required.
- 5.) Please complete Town of Weaverville Application (available online at www.weavervillenc.org), along with resume to:

Tony Laughter
Public Works Director
15 Quarry Road,
Weaverville, NC 28787

Post Date: July 6, 2016

End Date: UNTIL FILLED

**TOWN OF WEAVERVILLE
CERTIFIED WATER TREATMENT PLANT OPERATOR**

General Statement of Duties

Performs responsible skilled and technical work in the operation of a surface water treatment plant.

Distinguishing Features of the Class

Employees in this class perform a variety of operational, maintenance and laboratory duties designed to produce a safe and adequate supply of properly treated water. Work is performed on assigned or rotating shifts and includes monitoring the plant's operations through observation, mechanical readings, and the results of standard chemical and biological tests and making necessary adjustments in the process as demand or other operational conditions dictate. Work also includes conducting standard laboratory analysis and a variety of equipment, grounds, and facility maintenance. Employees maintain records of work activities and test results. Work is performed in accordance with regulations of the State of North Carolina, North Carolina Division of Water Resources and other regulatory agencies. Work is performed on varying shifts and under general supervision and requires independent problem solving. Employees work in inside and outside environments, are subject to extreme hot and cold weather, and are exposed to various hazards such as loud noises, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, oils, poor ventilation, working in small spaces such as vaults. Work is evaluated on the basis of water quality, supply, standard logs and records, and the adherence to established operating policy.

Duties and Responsibilities

Essential Duties and Tasks

- Operates the water plant; observes the operation of water pumps, electric motors and chemical feed machines; starts or stops plant based on storage tank levels.
- Monitors the treatment process from the control panel and computer screen; monitors various treatment processes including coagulant feed, rapid mix, flocculation, sedimentation, filtration and disinfection; monitors filters and back washes as necessary.
- Collects lab samples for plant and distribution system and performs standard analyses and tests; keeps precise records and interprets results.
- Reads various charts, graphs, gauges, and meters; computes from readings and records the water volume pumped; monitors elevated storage tank levels.
- Performs problem solving and process control as necessary to produce safe water that meets federal and state regulations; determines chemical dosage and makes adjustments to plant processes as necessary including for chlorine, caustic, and other chemicals.
- Performs standard repairs and maintenance of plant equipment; may assist with more difficult or complex equipment repair or replacement.
- Receives and unloads chemical deliveries to the plant; assures proper storage; fills, cleans and replaces tanks of chemicals and other tanks.
- Performs custodial care of building including sweeping and mopping floors, dusting, and cleaning windows and restrooms. Grounds work as needed.
- Makes adjustments or performs maintenance as necessary for weather events and impacts.

Additional Job Duties

Performs other duties as required.

Recruitment and Selection Guidelines

Knowledges, Skills, and Abilities

- Knowledge of state laws regulating surface water purification and the standard procedures necessary to meet permitted requirements.
- Knowledge of the operation and maintenance requirements of equipment, instruments and control devices used in surface water treatment.
- Knowledge of the standard tests and equipment used in required laboratory analysis of water.
- Some knowledge of the application of information technology to plant operator work.
- Ability to independently solve operational problems required to maintain water quality.
- Ability to perform and conduct standard laboratory tests.
- Ability to understand and interpret sometimes detailed and procedural oral and written instructions.
- Ability to accurately read meters, gauges, thermometers, and other standard equipment.
- Ability to prepare detailed records and reports accurately.
- Ability to establish and maintain effective working relationships with co-workers and superiors.

Physical Requirements

- Must be able to perform the basic physical life functions of climbing, balancing, stooping, kneeling, reaching, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, and hearing.
- Must be able to perform medium work exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Must possess visual acuity necessary to read charts, gauges and dials, to inspect small moving parts, and to complete and read a variety of records and reports.

Desirable Education and Experience

- Graduation from high school supplemented by chemistry, biology, or mechanical maintenance course work; or an equivalent combination of education and experience.

Special Requirement

- Possession of valid North Carolina driver's license.
- Possess a current Grade C-Surface (at minimum) North Carolina Water Treatment Facility Operator Certification.
- Possess or ability to obtain a NC Commercial Driving License with Tanker endorsement within 6 months of hire-in date.