

Department: In all Civil Divisions

Classification: Non-Competitive

Grade: _____

SPEC DISK C3

DOCUMENT 24

CHIEF WASTEWATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory and technical position involving responsibility for the safe and efficient operation and maintenance of a wastewater treatment plant. General direction is received from the appointing authority, but wide leeway is allowed for planning work methods and dealing with emergency conditions. Supervision may be exercised over operators, trainees, laboratory personnel, and mechanical and maintenance staff. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Supervises the operation of the plant to assure the most efficient and economical use of equipment, supplies and personnel;

Makes daily inspection of plant and plant machinery;

Makes or supervises necessary tests for control of plant operation;

Supervises the treatment and disposal of sludge;

Supervises the maintenance and repair of machinery;

Assigns plant personnel to shifts;

Instructs and supervises operators, trainees, and other subordinate employees;

Maintains inventory of supplies, chemicals, and equipment;

Requisitions materials to insure continuous plant operations;

Maintains records and prepares periodic reports on the operation of the plant;

Schedules staff vacations and other leaves.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices used and equipment required in the operation and maintenance of a wastewater treatment plant; good knowledge of the operation and maintenance of a modern wastewater treatment plant; good knowledge of the principles and applications of physics, chemistry, and bacteriology as applied to wastewater treatment and disposal; ability to supervise the operation and repair of pumps, valves, and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan and supervise the work of subordinates; mechanical aptitude.

MINIMUM QUALIFICATIONS:

FOR NON-ACTIVATED SLUDGE PLANTS WITH POINT SCORE OF 30 POINTS OR LESS:

Ausable Forks; St. Armand; Port Henry/Moriah

Graduation from high school or possession of a New York State equivalency diploma and completion of an ap
perform necessary tasks.

of an ap

CHIEF WASTEWATER TREATMENT PLANT OPERATOR - Continued

FOR ACTIVATED SLUDGE PLANTS WHOSE DESIGNATED PLANT SCORE IS 31-55 POINTS:

Village of Westport; Newcomb; Schroon Lake; Ticonderoga

Graduation from high school or New York State equivalency diploma; and

Completion of an appropriate approved course by the Commissioner, Department of Environmental Conservation; and

12 months operating experience at an activated sludge wastewater treatment plant with a point score of 31 or greater, and the ability to perform necessary tests

FOR ACTIVATED SLUDGE PLANTS WHOSE DESIGNATED PLANT POINT SCORE IS 76 POINTS OR GREATER:

Lake Placid; Saranac Lake

- (a) BS degree with 30 credit hours of math and/or science from a regionally accredited or New York State registered university or college, or
- (b) BA degree with 30 credit hours of math and/or science from a regionally accredited or New York State registered university or college, or
- (c) AAS degree from a regionally accredited or New York State registered university or college in a NYSDEC approved curriculum, plus 18 months operating experience at a wastewater treatment plant, or
- (d) AAS degree from a regionally accredited or New York State registered university or college plus three years operating experience at a wastewater treatment plant, or
- (e) AA degree with 30 credit hours of math and/or science from a regionally accredited or New York State registered university or college, plus three years operating experience at a wastewater treatment plant, or
- (f) Graduation from high school or New York State equivalency diploma and six years operating experience at a wastewater treatment plant; and

Completion of an appropriate approved course by the Commissioner, Department of Environmental Conservation; and

24 months operating experience at an activated sludge wastewater treatment plant with a point score of 76 or greater, and the ability to perform necessary tests.

CHIEF WASTEWATER TREATMENT PLANT OPERATOR - Continued

AT TIME OF APPOINTMENT:

Town of Westport; Willsboro; St. Armand; Port Henry/Moriah; and Ausable Forks

Possession of a Grade 1 Chief Wastewater Treatment Plant Operator Certificate

Town of Newcomb; Schroon Lake; Village of Ticonderoga; and Village of Westport

Possession of Grade 2A Chief Wastewater Treatment Plant Operator Certificate

Village of Lake Placid; Village of Saranac Lake

Possession of Grade 4A Chief Wastewater Treatment Plant Operator Certificate

Revised 07/29/99