



**CITY OF SAINT PETER
Department of Public Works**

Position Opening

WASTEWATER OPERATOR

The City of Saint Peter, Minnesota is currently accepting applications for the position of: **Wastewater Operator** in the Department of Public Works.

Minimum qualifications include a high school diploma or equivalent; possession of a State of Minnesota Wastewater Treatment Facility Operator Certificate or ability to obtain within one year of the date of employment with the City; possession of a State of Minnesota Type IV Biosolids Operator or ability to obtain within one year of the date of employment with the City; possession of a valid State of Minnesota Class A driver's license with Air Brake Endorsement and Tanker Endorsement or ability to obtain within six months of the date of employment with the City; possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or ability to obtain within six months.

Desirable qualifications: Satisfactory completion of a technical school program related to wastewater systems operations; up to six years of responsible experience as a wastewater system operator with at least two years' experience in the operation of a Class A, B, or C system or facility, or similar industrial facility; knowledge of the principles, practices, chemicals, and equipment used in wastewater treatment, biosolids treatment and disposal, and pumping operations; ability to perform a wide variety of tests on raw and treated wastewater, raw and treated bio-solids; knowledge of the principles of plumbing and hydraulics; knowledge of and ability to operate Supervisory Control And Data Acquisition (SCADA) system; knowledge of the functions and service requirements of mechanical equipment and machinery; knowledge of OSHA regulations and safety precautions of the trade; demonstrated ability to operate a variety of wastewater plant pumping, treatment, and control equipment, biosolids treatment and disposal equipment; demonstrated ability to diagnose problems under emergency conditions and take corrective action; knowledge and experience in the operation of equipment including but not limited to backhoes, dump trucks, jet rodder machine, tanker trucks, main line TV cameras, and line locators.

NOTICE: The successful candidate must complete and pass a pre-employment physical and drug test and is subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations.

Pay range \$21.34 - \$23.60 per hour. Applicants are required to complete a City of Saint Peter application form available on line at <https://www.saintpetermn.gov/365/Employment> or from the City Administrator's Office, 227 South Front Street, Saint Peter, Minnesota 56082-2538 or by calling (507) 934-0663. Completed applications must be received by the City Administrator's Office no later than 5:00 p.m. on May 27, 2021. Faxed and/or late applications will not be accepted. Interviews will be conducted Thursday, June 10, 2021.

AA/EEO

CITY OF SAINT PETER, MINNESOTA

POSITION DESCRIPTION

Pay Equity Points = 225

POSITION TITLE: WASTEWATER OPERATOR

DEPARTMENT: PUBLIC WORKS

DIVISION: WATER UTILITIES

SECTION: WASTEWATER UTILITY

SUPERVISOR: WASTEWATER FOREMAN

OVERVIEW OF POSITION:

Under general supervision, the Wastewater Operator completes tasks associated with the construction, operation, maintenance and control of the wastewater collection system, the wastewater treatment system, and the biosolids treatment and disposal systems. The Wastewater Operator performs essential job functions as listed herein and related duties as assigned or apparent. The Wastewater Operator may assist the Water Utility and Stormwater Utility as assigned.

ESSENTIAL JOB FUNCTIONS:

- Complete tasks and assignments associated with the construction, operation, maintenance, cleaning, and control of the wastewater collection system, the wastewater treatment system, the biosolids treatment and disposal systems, including but not limited to: operate and monitor equipment, adjust controls on equipment as needed; regulate pressure and flow rates; adjust chemical feed rates; perform minor maintenance work on equipment; install and repair wastewater taps.
- Organize tools, equipment, and materials used by personnel; ensure that all tools and equipment are kept clean, properly tested, properly serviced, properly utilized and properly stored.
- Operate heavy and light equipment and trucks as needed to complete work; maintain all tools, equipment, and supplies; work overtime as necessary to perform emergency clean up, snow removal, and repair activities; work overtime as necessary for routine monitoring and repairs of the utility systems operations.
- Perform supervised tests on raw and treated wastewater and raw sludge and treated biosolids; perform chemical and analytical tests on raw and treated water; knowledge and operation of SCADA system; ensure routine maintenance is performed on assigned vehicles and equipment; keep wastewater plant and lift stations clean and orderly; perform locates for construction or as assigned; assist other sections with work in emergencies or as assigned, maintain tools and supplies; plant, trim, and remove trees and shrubs.

- Oversee and direct Wastewater Utility employees as assigned by the Wastewater Foreman, including other wastewater system operators, and seasonal and part-time personnel; assist with in-service training of personnel.
- Perform duties in the absence of the Wastewater Foreman or as designated.
- Attend wastewater system seminars, conferences, and training sessions on an annual basis to refresh knowledge of operation and maintenance and to learn of new developments.
- Monitor safety conditions; recognize unsafe conditions and take corrective action as needed; comply with safety policy.

ESSENTIAL PHYSICAL REQUIREMENTS:

The Wastewater Operator is required to be capable of performing the following physical functions or a combination thereof for any given work day:

Legend:

Continuously is over 2/3 of a work day

Frequently is 1/3 to 2/3 of a work day

Occasionally is less than 1/3 of a workday

Workday - a normal workday is eight (8) hours with a break for a meal. A normal workweek is five (5) days with two consecutive days off. During emergencies, workdays may extend to 16 hours or more and a workweek to seven days.

Actions:

Continuously speak comprehensible English and understand English, read and write English

Hearing - continuously normal or corrected to normal

Eyesight - continuously far vision and near vision 20/40 or corrected to 20/40, differentiate colors precisely, normal depth perception, normal peripheral vision

Continuously sit, or stand, or walk

Continuously bend/stoop, squat, crawl, crouch, kneel, balance, push/pull

Frequently climb height of fifty feet, reach above shoulder level, crouch, kneel, balance, push/pull

Occasionally climb height of one hundred forty feet

Continuously use both feet for repetitive movements as in operating foot controls

Continuously use hands for firm grasping and fine manipulating

Strength:

Continuously - carry up to ten pounds and lift up to ten pounds

Frequently - carry eleven to seventy-four pounds and lift eleven to seventy-four pounds

Occasionally - carry seventy-five to one hundred pounds and lift seventy-five to one hundred pounds

Stamina:

Continuously endure exposure to changes in temperature from less than zero (0) degrees centigrade to in excess of thirty-seven (37) degrees centigrade (thirty-two (32) degrees Fahrenheit to ninety-nine (99) degrees Fahrenheit) and occasionally endure exposure to temperatures higher or lower

Continuously endure exposure to one or a combination of the following: dust, fumes, gases, mist, wet, humid

Occasionally exposed to moving mechanical parts hazard
Occasionally exposed to high noise levels

Safety:

Perform cardiopulmonary resuscitation

Perform bucket rescue

Perform confined space (manhole) rescue

Wear safety equipment including hard hat, steel-toed shoes, safety goggles, and safety vests

Wear self-contained breathing apparatus

Vaccinations:

Receive vaccinations for tetanus, polio, typhoid, hepatitis A and hepatitis B. The vaccinations for hepatitis A and hepatitis B are made available to the Wastewater Operator by the City but are not required.

REQUIRED INTERPERSONAL SKILLS:

Ability to: communicate effectively, both orally and in writing; accept responsibility; understand and carry out oral and written instructions; cooperate with a wide range of individuals; possess interpersonal skills sufficient to work closely with others on a team; demonstrate flexibility in work environment, performing a variety of frequently changing tasks; exhibit sustained concentration and prolonged commitment to job tasks; work with others effectively; be tactful; maintain confidentiality as needed; and deal with the public.

MINIMUM QUALIFICATIONS:

- A high school diploma or equivalent.
- Possession of a State of Minnesota Wastewater Treatment Facility Operator Certificate or to obtain within one year of the date of employment with the City.
- Possession of a State of Minnesota Type IV Biosolids Operator Certificate or ability to obtain within one year of the date of employment with the City.
- Possession of a valid State of Minnesota Class A driver's license with Air Brake Endorsement and Tanker Endorsement, or to obtain within six months of the date of employment with the City.
- Possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or obtain within six months of the date of employment with the City.

DESIRABLE QUALIFICATIONS:

- Satisfactory completion of a technical school program related to wastewater system operations.
- Up to six years of responsible experience as a wastewater system operator with at least two years experience in the operation of a Class A, B, or C system or facility, or similar industrial facility.

- Knowledge of the principles, practices, chemicals, and equipment used in wastewater treatment, biosolids treatment and disposal, and pumping operations; ability to perform a wide variety of tests on raw and treated wastewater and raw and treated biosolids; knowledge of the principles of plumbing and hydraulics; knowledge of and ability to operate Supervisory Control And Data Acquisition (SCADA) system; knowledge of the functions and service requirements of mechanical equipment and machinery.
- Knowledge of OSHA regulations and safety precautions of the trade.
- Demonstrated ability to operate a variety of wastewater plant pumping, treatment, and control equipment, biosolids treatment and disposal equipment; demonstrated ability to diagnose problems under emergency conditions and take corrective action; knowledge and experience in the operation of equipment including but not limited to backhoes, dump trucks, jet rodder machine, tanker trucks, main line TV cameras, and line locators.

Adopted by the City Council: 9-12-2011