

# CITY OF COQUILLE

## JOB DESCRIPTION

**POSITION :** Treatment Plant Operator

**RESPONSIBLE TO :** Plant Operations Supervisor

**SALARY :** \$3,349 - \$4,274/ MONTH / FULL  
**BENEFITS**

**CLASSIFICATION :** Regular, Full-Time

**LOCATION :** City of Coquille  
City Shop / Treatment Plant - Coquille,  
**OR**

### Statement of Duties:

Under supervision performs semi-skilled and skilled work involved in the operation, repair, and maintenance of the water and/or wastewater treatment plant; does related work as required.

### Features of Work:

This is the only level of work in plant operation. The work is normally routine in nature, but requires continual observation of the operations of the treatment plant(s).

### Examples of Duties:

Operates large equipment standard water and/or wastewater treatment equipment.  
Makes minor repair as needed.  
Inspects the operation of the plant for proper flow.  
Does testing, taken at intervals, to determine the treatment needed.  
Keeps accurate records of the plant operations.  
Assists in conducting visitors on tours.  
Regulates the amount of chemicals used at the plant, and tests for proper dosage; also, assists in the care of chemical equipment at the plant.  
Performs connects and disconnects for the water department each afternoon.

Required Skills, Knowledge, and Abilities:

Knowledge of the functions and mechanics of pumps and other equipment used in the water and/or wastewater plant; skill in the operation, maintenance and repair of pumps and other plant facilities; ability to perform simple chemical tests; ability to keep records, make reports, and read gauges; mechanical aptitude; ability to perform laborious tasks requiring some lifting of bags or materials.

Experience and Training:

Experience in mechanical maintenance work; as least 18 years of age and graduation from a senior high school; or any equivalent combination of experience and training.

Must possess an Class 1 certification in water and/or and class 1 certification in wastewater.

Must possess a valid driver's license, with a class B CDL preferred.

Physical Demands and Work Environment:

The work environment characteristics describe here are representative of those which will be found on the job and are those which must be met by an employee to successfully perform the essential functions of the this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is typical of those jobs involving work on city streets as well as that in water and wastewater treatment plants.

Required to stand, walk, climb, stoop kneel, crouch or crawl.

Required to work in confined spaces.

Required to use hands to finger, handle, or feel objects, tools or controls.

Reach with hands and arms.

Required to be able to talk and hear.

Must occasionally lift and/or move up to 75 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Exposure to a variety of climatic conditions including but not limited to heat, cold, rain, ice, snow and wind.