



## POSITION DESCRIPTION AND QUALIFICATIONS

### Water Treatment Plant Operator II

Grade: 32

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#### GENERAL STATEMENT OF CLASS

The Water Treatment Plant Operator II position is responsible for performing various semi-skilled and skilled duties related to the operation and maintenance of water treatment facilities and water quality programs.

#### ESSENTIAL DUTIES

Assists in the planning and implementation of a variety of activities encountered in water treatment facility operations. Operates and maintains water treatment facilities and equipment, performs routine laboratory analysis, collects water samples, collects and records data, maintains records, and participates in other operation and maintenance activities as assigned. Works closely with Commission staff to ensure compliance with water quality goals. May provide direction to staff in subordinate classifications.

#### EXAMPLES OF WORK (*Illustrative Only*)

- 1) Performs routine water plant operation duties such as treatment process control monitoring, data collection and recording, laboratory analysis, equipment calibration, and facility maintenance
- 2) Monitors water treatment processes and adjusts chemicals based on established guidelines
- 3) Performs preventative maintenance on equipment and instruments to ensure proper operation and accuracy
- 4) Forecasts production needs on a day by day basis and appropriately implements those changes
- 5) Assists with other programs and activities as needed

#### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of the principles and practices involved in the treatment and distribution of potable water, including water treatment process fundamentals, basic chemistry and math, basic servicing requirements for mechanical equipment, laboratory testing, and applicable regulatory requirements, rules and guidelines.

Skill in using a computer and related software applications; preparing and maintaining records and reports, operating various equipment including hand and power tools, performing general maintenance, and communications, sufficient to exchange or convey information and receive work direction, establish and maintain effective working relationships with other staff and the public.

Ability to plan, organize and implement various water treatment plant operation and maintenance activities, establish and maintain accurate records, supervise and direct subordinate staff, respond to emergency or staff shortage situations, follow safety procedures, understand and follow oral and written instructions, establish and maintain effective working relationships with staff and the public.



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#### TRAINING, EXPERIENCE, AND LICENSING REQUIRED

High School Diploma or G.E.D. and three years experience in water treatment or distribution; or, an equivalent combination of education and experience sufficient as determined by Medford Water Commission (MWC) to successfully perform the essential duties of the job such as those listed above.

Oregon Water Treatment Operator Level 2 Certification with Filter Endorsement required. Opportunity for advancement for those who have or achieve higher levels of certification.

A valid Oregon Driver's License (or ability to obtain) and acceptable driving record.

#### PHYSICAL REQUIREMENTS

Work performed at water treatment facilities may involve exposure to dirt, noise, hazardous materials, confined spaces and adverse weather conditions. Employees frequently work alone and may be assigned irregular or rotating shifts, including nights and weekends, and must be available for work assignments seven (7) days per week.

Positions in this class typically require kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, seeing, and repetitive motions.

Medium work: exerting up to 50 pounds of force occasionally and/or 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, poor ventilation, chemicals, noise and extreme temperatures.