

CHIEF SEWAGE TREATMENT PLANT OPERATOR

Distinguishing Features of the Class: The work involves responsibility for directing the safe and efficient operation and maintenance of a sewage treatment facility utilizing an activated sludge process plant. The incumbent schedules and assigns operators to shifts, oversees the treatment and disposal of sludge, laboratory tests and other analyses. The work is performed under the general direction from the appointing authority, but wide leeway is allowed for the exercise of independent judgment in planning and carrying out the details of the work and dealing with emergency conditions. Direct supervision is exercised over Sewage Treatment Plant Operators, Sewage Treatment Plant Operators Trainees, Sewage Treatment Plant Maintenance Mechanics and other plant employees. Does related work as required.

Typical Work Activities:

- Plans, schedules, assigns and reviews the work of Sewage Treatment Plant Operators, Sewage Treatment Plant Operators Trainees, Sewage Treatment Plant Maintenance Mechanics and other plant employees;
- Interviews prospective employees and makes hiring recommendations to the appointing authority;
- Inspects plant facilities and equipment daily;
- Oversees the treatment and disposal of sludge;
- Oversees the maintenance and repair of machinery;
- Confers with and delegates duties to the Sewage Treatment Plant Operators relative to the operation and maintenance of the plant;
- Contacts representatives from federal, state and local agencies as required including the Environmental Protection Agency and New York State Department of Conservation;
- Prepares annual operating budget estimates relative to sewage treatment plant for the appointing authority;
- Creates and maintains a variety of records and reports relative to the operation of the plant.

Full Performance Knowledge, Skills, Abilities and Personal Characteristics:

- Thorough knowledge of the principals and practices involved in the operation and maintenance of sewage treatment facility;
- Thorough knowledge of federal, state and local laws and regulations applicable to sewage treatment;
- Good knowledge of the tools, equipment and terminology used in the maintenance and repair of sewage treatment systems;
- Working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to sewage treatment and disposal;
- Ability to plan and supervise the work of others;
- Ability to analyze and organize data and prepare records and reports;
- Ability to understand and interpret complex oral instructions and or written directions;
- Ability to establish and maintain effective working relationships with others;
- Ability to communicate effectively both orally and in writing;
- Physical condition commensurate with the demands of the position.

Minimum Qualifications:

Graduation from high school or New York State equivalency diploma **AND**

- 1) Either:
 - a. Graduation from a regionally accredited or New York State registered university or college with a Bachelor's Degree with thirty (30) credit hours of math and or science; **OR**

Chief Sewage Treatment Plant Operator continued

- b. Graduation from a regionally accredited or New York State registered university or college with a Associate's of Applied Science Degree (AAS) in a *NYSDEC approved curriculum and eighteen (18) months operating experience at a wastewater treatment plant; **OR**
 - c. Graduation from a regionally accredited or New York State registered university or college with a Associate's of Applied Science Degree (AAS) and three (3) years operating experience at a wastewater treatment plant; **OR**
 - d. Graduation from a regionally accredited or New York State registered university or college with a Associate's of Arts Degree (AA) with thirty (30) credit hours of math and or science and three (3) years operating experience at a wastewater treatment plant; **OR**
 - e. Six (6) years operating experience at a wastewater treatment plant; and
- 2) Completion of an appropriate approved course by the Commissioner, Department of Conservation; and
 - 3) Twenty-four (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.

SPECIAL REQUIREMENT:

Possession of a Grade 4-A Chief Operator Certificate issued by the New York State Department of Environmental Conservation at time of appointment.

NOTES:

*NYSDEC approved curriculum is one of the following:

- a. Ecology and Environmental technology from Paul Smith's College.
- b. Water Quality Monitoring and Environmental Control / Hazardous Waste from Ulster Community College.
- c. Environmental Technology from SUNY – Morrisville.
- d. Water / Wastewater Technology from Crowder College.

Attach a copy of operator certificate issued by the New York State Department of Environmental Conservation

Official College transcript or copy of New York State equivalency diploma (depending on how you qualify for the position)

Full text of the Requirements for Wastewater Treatment Plant Operator Certification may be viewed on the New York State Department of Environment Conservation web site at:

<http://www.dec.ny.gov/chemical/23831.html>

03/26/2009

CLASS: COMPETITIVE