



DEPARTMENT OF

# WATER WORKS

## Wastewater Plant BioSolids Operator

**\*\*\$2,000 CDL Sign on Bonus\*\***

Salary: \$38,427-\$45,767

Type: Full Time

Benefits: Full benefits

Date Posted: 6/18/2024

### About Water Works

The Department of Water Works is responsible for the City water and wastewater systems and treatment facilities. The Department has two Divisions, Water and Wastewater, with a total staff of 50 professionals. The Department is responsible for the treatment and delivery of potable water to City homes and businesses, storage of water and maintenance of a network of piping, valves, and hydrants for fire protection, collection of wastewater and conveyance to a state of the art treatment facility to protect public health.

### Profile

Operates biosolids dewatering and drying equipment. Transports biosolids to disposal site. Assists with cleaning, preventative maintenance and repairs to biosolids equipment. Performs other duties as assigned. Maryland Class S Wastewater Certification preferred, but must obtain within 3 years. This position has a career ladder in place to assist with promotional opportunities.

### Preferred Education

High School Diploma or GED required

### Preferred Experience

Six (6) months of related experience.

### Requirements/Certifications

Valid Driver's License  
Valid Class B CDL Driver's License preferred  
or ability to obtain within two (2) years.

### How to Apply

**1** Visit [salisbury.md/apply](https://salisbury.md/apply)

**2** Submit City application, cover letter, and resume

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

Jobs will be posted for a minimum of 2 weeks.

# City of Salisbury, MD

## Classification Description

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Classification Title: Bio-Solids Operator

Grade: 3

Department: Water Works – Wastewater Treatment Plant

FLSA Status: NE

Date: 4/1/2024

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**Position Profile:** Under the general supervision of the Bio-Solids manager, oversees bio-solids wastewater treatment processing, including dewatering, drying, and transporting to disposal site. Performs other duties as assigned and additional responsibilities with career ladder advancement.

### **Duties and Responsibilities**

**Administrative Management:** Holds self-accountable for assigned responsibilities; sees tasks through to completion in timely manner.

- Ensures safety and compliance with federal and state regulations.
- Assures proper operation and maintenance of equipment assigned to the Bio-Solids section.
- Keeps supervisor informed of new products or technology as well as any unusual or detrimental conditions including equipment malfunctions and process problems.

**Skills Proficiency/Strategic Planning:** Skillful in tools, hardware, software, and equipment of the Wastewater Treatment Plant.

- Working knowledge of City policies and procedures.
- Act as a representative of the City of Salisbury to the public.
- Knowledge of wastewater bio-solids operations and regulations.
- Accurately prepare and maintain records and files.
- Accurately reads and interprets safety rules, operating and maintenance instructions, and procedure manuals.
- Accurately follows written and oral instructions.
- Safely operate heavy vehicles, tools, and equipment.
- Effectively communicate and maintain effective working relationships with other staff members and members of the public.

**Leadership/Team Leader:** Maintains working relationships with supervisors and department staff.

- Ability to handle situations and maintain a high degree of confidentiality.
- Excellent time management, organizational interpersonal skills.
- Provides direction, and assists in resolving problems encountered.

- Collaborates with other staff members and departments.

**Stewardship/Resources:** Safeguards equipment, supplies, and materials.

- Manages workflow of self during shift operations to ensure effectiveness.
- Maintains various reports and documentations.

**Development/Leadership Development:** Participates in opportunities to earn or maintain professional credentials and certifications.

- Keeps abreast of new processes and equipment by reading articles, directives, operations notes, and attending relevant meetings, seminars, and workshops.

#### Performance Expectations

- **Communication:** Articulates thoughts and ideas clearly and effectively to exchange information. Listens to others and provides useful feedback.
- **Work Ethic:** Demonstrates personal accountability, effective work habits, integrity and ethical behavior.
- **Teamwork:** Works well as a part of a team through respectful and collaborative relationships with colleagues, customers, affiliates and stakeholder groups.
- **Problem Solving:** Improves, designs, refines, finds and invents criteria to combine in order to resolve problems. This combines creative and critical thinking.
- **Initiative:** Takes charge before others do and/or without being instructed.

#### Education and Experience

- High School Diploma or GED
- Valid Driver's License
- Valid Class B CDL License
- Three years experience in wastewater treatment plant operations.
- Ability to obtain MDE Wastewater S Certification.

#### Physical Requirements

- Work requires considerable physical effort in the handling of materials up to 50 pounds and/or continual standing or walking 60%+ of the time.
- Work environment involves everyday risks or discomforts which require normal safety precautions typical of such places as offices or meeting and training rooms, e.g., use of safe work place practices with office equipment, avoidance of trips and falls, and observance of fire and building safety regulations.

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The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.