



DEPARTMENT OF

WATER WORKS

Water Treatment Plant Operator - Apprenticeship

Salary: \$43,177 - \$51,424

Type: Full Time

Benefits: Full Benefits

Date Posted: 11/5/2024

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

Under the general supervision of the assigned supervisor, controls treatment plant machines and equipment to purify and clarify water for human consumption and industrial use. Responsible for all phases of operation and maintenance of two water treatment plants, wells, outbuildings, and water towers. Responsible for all equipment needs and scheduled maintenance. Performs other duties as assigned.

Employee will be enrolled in Maryland Rural Water Associations Water Treatment Operator Apprenticeship 2-year Program. Program is designed to train operators through coursework and on the job training. Program will culminate in MDE certification.

Preferred Education

High School Diploma or GED required.

Preferred Experience

One (1) year experience in plumbing, electrical, and/or mechanical experience.

Requirements/Certifications

Valid Driver's License
Ability to obtain Maryland Class IV Water Temporary Operators license.

How to Apply

1 Visit 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

Classification Title: Water Treatment Plant Operator

Grade: 5

Department: Water Works – Water Treatment Plant

FLSA Status:

Date: 4/1/2024

Position Profile: The Water Treatment Plant Operator controls treatment plant machines and equipment to purify and clarify water for human consumption and industrial use. Responsible for all equipment needs and scheduled maintenance. Performs other duties as assigned and additional responsibilities with career ladder advancement.

Duties and Responsibilities

Administrative Planning/Task Completion: Holds self-accountable for assigned responsibilities; sees task through to completion in a timely manner.

- Operates and controls electric motors, pumps and valves to regulate flow of raw water into treatment plant.
- Adds specified amounts of chemicals such as chlorine, and lime into water; adjusts automatic devices that admit specified amounts of chemicals into tank to disinfect and clarify water.
- Starts agitators to mix chemicals and allow impurities to settle to bottom of tank.
- Turns valves to regulate water through filter beds to remove impurities.
- Pumps purified water into water mains.
- Monitors panel-board; adjusts controls to regulate flow rates, loss of head pressure and water elevation and distribution of water.
- Cleans tanks and filter beds using backwashing.
- Repairs and lubricates machines and equipment.
- Tests water samples to determine acidity, color and impurities.
- Adds chemicals.
- Records data such as residual content of chemicals, water turbidity and water pressure.
- Operates potable water purification plant to supply drinking water.
- Keeps supervisor informed of unusual or detrimental conditions including equipment malfunctions and process problems.

Skills Proficiency/Technical: Skillful in tools, hardware, software, and equipment of the Water Treatment Plant.

- Working knowledge of City policies and procedures.
- Act as a representative of the City of Salisbury to the public.
- Thorough knowledge of water treatment and plant operations.

- Knowledge of purchasing rules and regulations.
- Observe all safety rules and process directives.
- Safely operate vehicles, tools, and equipment.
- Follow written and oral instructions.
- Effectively communicate and maintain effective working relationships with other staff members and members of the public.
- Knowledge of the materials, tools and methods used in general construction, repairs, maintenance and operations of treatment plants and related pump stations.
- Knowledge of the operation and maintenance of motors pumps and related equipment.

Leadership/Team Player: Maintains working relationships with Supervisors and Department staff.

- Ability to handle situations and maintain a high degree of confidentiality.
- Excellent time management, organizational, and interpersonal skills
- 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 documents.
- Knowledge of purchasing rules and regulations.

Development/Professional Development: Participate in opportunities to earn or maintain professional credentials and certifications.

- Continue to attend relevant meetings and trainings.
- Keeps abreast of new processes and equipment by reading articles, directives, operations notes and attending meeting, 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
- Some plumbing, electrical, and mechanical experience.
- State of Maryland Class IV Water Temporary Operators license.
- Valid Driver's License

Physical Requirements

- Work requires occasional physical effort in the handling of materials up to 80 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.