Haverhill

Human Resources Department, Room 306
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January 27, 2017

JOB # 2017-002
Room306
Human Resources

PLEASE POST
ANTICIPATED OPENING

POSITION: Water Treatment Plant Operator
Water Treatment Plant (Civil Service Position)

HOURS OF WORK: 40 Hours Per Week (Shift Work)

SALARY: $21.84 - $24.80 per hour
(According to Contractual Salary Schedule & Certification)

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:

Candidate will be responsible to operate a conventional surface water treatment plant and water distribution system pumping and control equipment to include but not limited to the following.

- Monitor water system data from gauges, control panels, instrumentation, and supervisory control and data acquisition (SCADA) system.
- Ensure proper water system operations by making regular inspections.
- Operate and maintain a wide variety of water treatment and pumping equipment and to maintain adequate water supply.
- Operate and maintain chemical feed pumps, pipes, valves.
- Receive deliveries and quality control checks of water treatment chemicals.
- Batch mixing of treatment chemicals and changing of bulk chemical feed tanks.
- Apply and maintain consistent application of chemical treatment parameters as directed by the laboratory.
- Monitor water quality in the water treatment plant by performing routine laboratory analysis of the process.
- Collect samples from the water distribution system and source waters.
- Monitor and inspect water supplies and water storage tanks.
- Data entry into various electronic data collection, reporting, and work tracking systems.
- Load, unload, move and transport equipment, freight and supplies.
- Perform custodial and grounds keeping duties at all facilities and adjacent grounds.
- Operate motor vehicles, hoists and portable equipment as required.
- Participate in the facility safety and training program.

The duties listed above are intended only as illustrations of the various types of work that may be performed and additional duties may be assigned by the supervisor. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

QUALIFICATIONS:

- Candidate shall hold a current certification as a Massachusetts grade 3T or higher drinking water supply facilities operator (full or in-training). Certification reciprocity with another state will be considered.
- Possession of a valid driver's license.
- Knowledge in the operation of a conventional surface water treatment facility.
- Working knowledge of current drinking water regulations and reporting requirements.
- Ability to adjust chemical feed pumps to achieve proper chemical treatment goals.
- Knowledge of the dissolved air flotation clarification process and automatic backwash (ABW) filters.
- Knowledge in the operation of water distribution pumping facilities.
- Ability to operate and perform preventative and corrective maintenance on various mechanical systems used in the water treatment process.
- Ability to follow oral and written instructions.
- Ability to establish and maintain effective working relationships with associates and the public.
- Knowledge in the operation of a personal computer and windows operating system and windows based SCADA systems.
- Knowledge of the use of common hand tools, meters, and instrumentation used in a water treatment facility.
- Ability to properly supervise others assigned as helpers.
- Four years' full-time experience preferred.

Applicants will be required to undergo a background check including CORI screening prior to appointment.

PHYSICAL REQUIREMENTS:

Frequent strenuous physical effort required; ability to lift and carry on a frequent and continuous basis, weights of 50 to 75 pounds. Required to bend, kneel, reach and squat frequently throughout a work shift. Frequent movement in and out of equipment and vehicles. May be required to work overtime.

Ability to use and wear personal protective equipment and clothing such as hearing protection, eye protection, foot and hand protection, and respiratory protection. Candidate must pass pre-employment physical. Attendance is mandatory.

CLOSING DATE: **OPEN UNTIL FILLED**

SUBMIT COVER LETTER, RESUME AND APPLICATION TO:

Denise McClanahan, Human Resources Director
City of Haverhill
4 Summer Street, Room 306
Haverhill, MA 01830

"The City of Haverhill is an Equal Opportunity/Affirmative Action Employer."

APPLICATION IS AVAILABLE ONLINE AT:
http://www.haverhillma.gov/departments/human_resources/job_opportunities.php .

Application can be saved and sent as attachment when applying online. Email should be sent to hrd@cityofhaverhill.com. PLEASE REFERENCE JOB # 2017-002 WHEN APPLYING ONLINE.