



Job Description
WATER FILTRATION PLANT OPERATOR – MIDNIGHT SHIFT
Annual Compensation \$60,600 - \$72,600

GENERAL STATEMENT OF RESPONSIBILITIES

Under close supervision, this position is responsible for assisting with the operation and maintenance of the Lake Charter Twp. Water Treatment and Distribution Systems during assigned shift (midnight shift). Reports to a Water Treatment Plant Superintendent.

ESSENTIAL JOB FUNCTIONS

- This position is scheduled to work the midnight shift.
- Assists with the operation of a municipal water treatment plant and records data regarding treatment plant and distribution system including pressures, tank levels, flow rates and water quality using a computerized system; adjusts system pressures and tank levels using both high and low service pumps. Assists with or performs chemical testing, including but not limited to pH, chlorine residual, color, hardness levels, turbidity and alkalinity, and determines proper corrective measures based on test results.
- Performs plant maintenance such as cleaning and back-washing filters and intake screens, cleaning and calibrating chemical feeders. Assists with diagnosing, problems with mechanical or electrical equipment and performs tasks such as isolating valves, pumps or motors, as necessary. Records and maintains operational and laboratory data; assists with the preparation of daily and monthly reports.
- Performs other duties as assigned.

PERFORMANCE STANDARD

Employees at all levels are expected to effectively work together to meet the needs of the community and the organization through work behaviors demonstrating the Townships Values. Employees are also expected to lead by example and demonstrate the highest level of ethics.

PREFERRED KNOWLEDGE

- Water Utility and Distribution Management – Knowledge of water utility organization and operations as well as the principles, practices and methods utilized in the treatment and distribution of potable water in a public water supply system.
- Laboratory Analysis - Knowledge of chemical and bacteriological principles, terminology, analytical techniques and methods, and equipment pertaining to the analysis of water.
- Water Regulations - Knowledge of EPA, state laws and regulations that apply to drinking water. Knowledge of the processes and treatment techniques involved in drinking water treatment.
- Safety - Knowledge of occupational hazards, safety precautions, and safety regulations related to equipment operation, and other work-related precautions.

REQUIRED SKILLS

- Judgment and Decision Making - Evaluates the best method of research and then exercises appropriate judgment in establishing priorities and resolving complex matters. Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Interpersonal Relationships - Develops and maintains cooperative and professional relationships with employees, managers, and representatives from other departments and organizations.
- Technology - Ability to utilize personal computer applications to include database administration, word processing, spreadsheet, SCADA and related software.

REQUIRED ABILITIES

- Communication - Ability to communicate complex ideas and proposals effectively so others will understand. Excellent ability to listen and understand information and ideas presented through spoken word or writing.
- Time Management - Plans and organizes daily work routine. Estimates expected time of completion of elements of work and establishes a personal schedule accordingly. Implements work activities in accordance with priorities and estimated schedules.
- Mathematics - Ability to perform arithmetic, algebraic, and statistical applications to perform laboratory analysis.

EDUCATION AND EXPERIENCE

- Requires a high school diploma or GED.
- Michigan Department of Environment, Great Lakes, and Energy (EGLE) F-4 or higher license is highly preferred but we will be willing to train the right candidate who does not possess an F-4 license at the time of hiring. You must be able to acquire an F-4 License within 4 test cycles of your hire date.

ADDITIONAL REQUIREMENTS

- An acceptable general background check to include a local and state criminal history check and a valid driver's license with an acceptable driving record.
- This position requires satisfactory results from a pre-employment medical evaluation to include substance abuse testing, respirator clearance, audio and color vision exam.

PHYSICAL REQUIREMENTS

- Tasks require the ability to exert moderate, though not constant physical effort.
- Some combination of climbing and balancing to include climbing ladders, stooping, kneeling, crouching, and crawling.
- Some lifting to include overhead lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (10-20 pounds).
- May occasionally involve heavier objects and materials (up to 60 pounds).

SENSORY REQUIREMENT

- Some tasks require the ability to perceive and discriminate colors or shades of color, sounds, odor, depth, and visual cues or signals.
- Some tasks require the ability to communicate orally.

ENVIRONMENTAL EXPOSURES

- Performance of essential functions may require exposure to adverse environmental conditions, such as dust, pollen, odors, temperature, weather and noise extremes, hazardous materials, heights, confined spaces, machinery, vibrations, high voltage electric currents, traffic hazards, toxic agents, water hazards, disease, or pathogenic substances.

Position Details

Minimum Qualifications:

- Michigan EGLE F-4 license or higher

Education Required:

- High School Diploma/Equivalency

Job Characteristics:

- Full-time

Additional Requirements:

Holding a valid F-4 license through the Department of Environment Great Lakes and Energy is **required**. Consideration to hire a candidate without an F-4 license will be on a case by case basis. This position will be scheduled to work 10 days on and 4 days off starting on Tuesdays and ending the following Thursday then 4 days in a row off (4-day weekend every other weekend). The shift is midnights from Tuesdays - Fridays 12:00 AM - 8:00 AM, Saturday & Sunday 12:00 AM - 12:00 PM and Mondays - Thursdays 12:00 AM - 8:00 AM. This position is scheduled to work Holiday's and weekends as the plant is open 365 days, 24 hours per day.

How to Apply

Please submit a cover letter and resume to:

jburkhardtwater@lake-township.org

trileywater@lake-township.org