WATER RECLAMATION FACILITY OPERATOR

POSITION SUMMARY

This position is responsible for inspecting and performing medium to complex operations, maintenance, and repair activities in and on public works facilities and equipment in a Water Reclamation Facility.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Facilitate rounds through the WRF buildings and grounds area. Perform inspections at each building.
- Collect and analyze process control samples to ensure efficient operation of Biological Nutrient Removal (BNR) process.
- Maintain water reclamation facility (WRF) assets through the use of Computer Maintenance Software
- Collect compliance samples in accordance with North Dakota Discharge Elimination System (NDPDES) permit.
- Perform preventative maintenance of WRF equipment and assets. Assist with major equipment maintenance and repair as assigned.
- Perform on-call duties as assigned.
- Perform other duties as required.

Knowledge, Skills, and Abilities

- Knowledge of general mechanical, plumbing, and electrical repair and diagnosis;
- Ability to read and understand maps and regulations/policies;
- Ability to fill out maintenance records, inventories, and chain of custody forms;
- Ability to make observations and make corresponding operational changes if needed;
- Ability to read and understand environmental compliance requirements;
- Knowledge of the operation and maintenance of equipment, tools, machinery, and systems relating to water utilities;
- Ability to communicate effectively both orally and in writing.
- Knowledge of and ability to use a variety of office equipment including computers and related software applications.

QUALIFICATIONS

Education and Experience:

- High School Diploma or General Equivalency Degree (GED),
- Two years' experience in construction or utility work preferred.

Special Requirements:

- Valid Driver's License

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- North Dakota Class A Commercial Driver's License with tanker endorsement – must obtain within 90 days of hire;
- North Dakota Department of Health pH Certification – must obtain within 90 days of hire;

WORKING CONDITIONS

- Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, driving, pushing, pulling, lifting, grasping, talking, hearing, seeing, and repetitive motions.
- May be required to work overtime, weekends and holidays; in all weather conditions; under hazardous conditions; on congested roadways, obstructed roads, high structures; around operating equipment; in a noisy environment; with chemicals; and with the physical ability and stamina to perform strenuous physical work associated with roadway maintenance work. Most work will be performed outdoors.
- May be subjected to moving mechanical parts, electrical currents, fumes, odors, dusts, gases, poor ventilation, body fluids, chemicals, inadequate lighting, work space restrictions and intense noises.
- Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

Classification: Grade 13 (PW-13)
FLSA: Non-Exempt
Approved by Commission: 12/04/2018
Updated: 10/29/2024 By Deputy PW Director Waldo, HR Nameniuk. Classification updated by HR Torgerson to align with the new pay scale, effective June 23, 2025.