



# City of Tempe

## SENIOR PLANT OPERATOR

### JOB CLASSIFICATION INFORMATION

<i>Job Code:</i>	570	<i>Department:</i>	Public Works
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Plant Operator II+
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes

Click [here](#) for more job classification information including current salary range.

### REPORTING RELATIONSHIPS

Receives supervision from the Plant Superintendent or other supervisory staff.

Provides functional and technical direction to staff.

### MINIMUM QUALIFICATIONS

<i>Experience:</i>	Three (3) years of experience in the operation and/or maintenance of a water and/or wastewater utility or in a related industry.
<i>Education:</i>	High school diploma, GED or equivalency. Course work in water treatment, chemistry, biology or a degree related to the core functions of this position is preferred.
<i>License / Certification:</i>	<ul style="list-style-type: none"> <li>● Possession of a valid driver’s license.</li> <li>● Possession of an Arizona Department of Environmental Quality (ADEQ) Grade 3 Water Treatment Operator or Grade 3 Wastewater Treatment Operator Certification based on assignment</li> </ul> <p><b><u>When assigned to Wastewater Facilities:</u></b></p> <ul style="list-style-type: none"> <li>● Possession of, or required to obtain within six (6) months an ADEQ Grade 4 Wastewater Treatment certification.</li> </ul> <p><b><u>When assigned to Water Treatment Facilities:</u></b></p> <ul style="list-style-type: none"> <li>● Possession of, or required to obtain within six (6) months an ADEQ Grade 4 Water Treatment certification.</li> </ul>

### ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's stated mission and values. To perform a variety of skilled technical duties and tasks in the operation, maintenance and testing at the City's water or wastewater treatment plant facilities, as assigned. Monitor plant functions, collect samples, perform laboratory testing and adjust chemical feed rates and equipment to adhere to regulatory requirements.

## OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Follow safety regulations and safe work practices at facilities, including traffic/barricade compliance and confined space entry procedures; adhere to all Occupational Safety and Health Administration and water treatment guidelines.
- Perform skilled work in the operation of groundwater production wells, water storage facilities, water or wastewater treatment plants and water distribution systems.
- Take lead in applying treatment process control directives, perform troubleshooting activities, act as a technical resource to others, provide training, manage inventory, manage regulatory records and use a computerized maintenance management system.
- Respond to customer inquiries or refer them to the attention of a superintendent.
- Follow laboratory procedures and practices; evaluate treatment processes, such as pH, jar testing, residual chlorine, turbidity, chloride, total alkalinity, total hardness, calcium hardness, magnesium hardness, temperature and residual fluoride.
- Oversee the operation and maintenance of plant equipment and processes related to water and wastewater treatment systems; that include reclamation and advanced water treatment.
- Demonstrate and utilize complex technology for assigned treatment facility.
- Lead special projects as assigned and coordinate functional and/or technical activities, direct staff and prioritize activities between the different treatment facilities, including the operation of valves, gates, pumps and equipment.
- Maintain and update operation and maintenance manuals, records and logs.
- Review compliance and process data and trends to identify variations in the treatment process; make appropriate adjustments.
- Assist in maintaining day-to-day operations necessary to meet all required local, state and federal rules and regulations and comply with operating and safety standards.
- Conduct facility tours.
- Draft Standard Operating Procedures (SOPs), Job Hazard Analysis (JHAs), memos and reports as directed or required.
- Adhere to SOPs, JHAs and Safety Data Sheets.
- Assist with the scheduling and delivery of materials and chemicals and the removal of hazardous by-products.
- Maintain all qualifications to fill temporary duties as Direct Responsible Charge (DRC) of assigned facility.

- Perform Confined Space Entry duties as entrant, attendant and/or Authorized Entry Supervisor as plant duties necessitate.
- Perform related duties as assigned.

## COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ : Competencies</a></p>		

## JOB DESCRIPTION HISTORY

*Effective November 2022*  
*Revised April 2024 (update minimum quals – certification)*

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

**Job Title: Sr. Plant Operator**

**Job Code: 570**

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?		X

	Never	Occas.	Freq.	Contin.
	0% of time	1-35% of time	36-65% of time	66-100% of time

ENDURANCE				
Sit		X		
Stationary / Stand		X		
Move / Traverse		X		

WORK WITH OR EXPOSURE TO THE FOLLOWING				
Machinery*		X		
Electrical*		X		
Power Tools*		X		
Hand Tools*		X		
Personal Protective Equipment*				X
Fumes			X	
Computer Software				X
Chemicals				X

ENVIRONMENT				
Indoors		X		
Outdoors			X	
Working in or around water				X
Extreme Heat			X	
Extreme Cold		X		
Office Setting		X		
Confined Spaces		X		
Excessive Noise**			X	
Heights		X		
Sewage Exposure		X		
Bodily Fluid Exposure	X			

VISION REQUIREMENTS	YES	NO
<b>Close</b> (clear vision at 20 inches or less)	X	
<b>Distance</b> (clear vision at 20 feet or more)	X	
<b>Color</b> (ability to identify and distinguish colors)	X	
<b>Depth Perception</b> (three-dimensional vision, ability to judge distances and spatial relationships)	X	
<b>Peripheral</b> (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	X	
<b>Ability to adjust focus</b> (ability to adjust the eye to bring an object into sharp focus)	X	
<b>No Special Vision Requirements</b>		X

Maximum LIFT / CARRY	Lift	Carry
5-25lbs		
26-50lbs		
51-75lbs	X	X
76-100lbs		

Maximum PUSH / PULL	Push	Pull
5-25lbs		
26-50lbs		
51-75lbs		
76-100lbs	X	X

MOVEMENT	YES	NO
Bend / Stoop / Twist	X	
Crouch / Squat	X	
Kneel / Crawl	X	
Above Shoulder Level	X	
Below Shoulder Level	X	
Repetitive Arm Use	X	
Repetitive Wrist Use	X	
Repetitive Hand Use	X	
Climb Stairs / Ladders	X	
Neck Range of Motion	X	
Traverse Uneven Surface	X	
Traverse Even Surface	X	

ADDITIONAL CONSIDERATIONS:
- Must be physically present
- May require working extended hours, including holidays, weekends, nights, and callbacks. Assignments require stand-by shifts outside the normal work schedule.
- May work alone for extended periods of time.
- Other mental attributes essential to this classification.

*DEFINITIONS/EXAMPLES
<b>Machinery:</b> bucket truck, riding mowers, backhoe etc.
<b>Electrical:</b> wiring, outlets, fuses etc.
<b>Power Tools:</b> cut off saw, pumps, generators, compressors, plasma cutter, welder, etc.
<b>Hand Tools:</b> tampers, shovels, wheel barrels, saws etc.
<b>Personal Protective Equipment:</b> respirators, Tyvek coveralls, hard hats, fall protection harness etc.

**\*\* Hearing test is required**