



The Village of **YELLOW SPRINGS**

Job Title: Water & Wastewater Plant Operator

Department: Public Works

Reports To: Superintendent of Water & Wastewater Distribution

Salary Range: Pay Level 10 (\$25.77 – \$33.00 per hour)

Employment Status: Full-Time

FLSA: Non-Exempt

Position Overview

Under minimal supervision, performs a variety of skilled and semi-skilled duties in the operation, maintenance, and repair of the Village's Water Reclamation Facility, Lift station, Water Treatment Plant, Water Towers, and Well Field. Work is performed indoors and outdoors, including exposure to hot, cold, wet, humid, or windy weather conditions. May work in dirty conditions and confined spaces. Hours are 7:00 a.m. – 3:30 p.m., Wednesday – Sunday, and the position is subject to being on call 24/7.

Qualifications

Required:

- High school diploma or GED.
- Must have, or obtain within 18 months, an Ohio EPA Wastewater Treatment License Class I Operator or Operator in Training (OIT).
- Must obtain an interim Ohio EPA Laboratory Operational certification within 3 months of appointment.
- Must pass the Ohio EPA Laboratory Operational certification survey next recertification cycle.
- Must have, or obtain within 18 months, an Ohio EPA Water Supply License Class I Operator or Operator in Training (OIT).
- Must possess a valid Ohio driver's license.

Knowledge, Skills, and Abilities

Knowledge of:

Village policies and procedures; safety practices and procedures; OSHA regulations; OEPA regulations and certification/license requirements; water and wastewater treatment plant operating procedures; maintenance and repair techniques; laboratory equipment and supplies; chemicals and materials used in plant operations and custodial services.

Skill in:

Operating water and wastewater treatment plant equipment; SCADA systems; automatic screens, grit removal, blowers, aeration equipment, clarifiers, sludge

digesters, sludge belt press, RAS and WAS pumps, sand filters; forklifts; power tools; cell phones; Microsoft Excel and Word; maintaining spreadsheets and operational logs.

Ability to:

Interpret policies, procedures, and regulations; solve problems involving multiple variables; recognize unusual or threatening conditions and take appropriate action; define problems, collect data, and draw valid conclusions; exercise independent judgment; perform basic mathematical calculations; prepare routine correspondence; maintain accurate documentation and records; communicate and instruct effectively; develop and maintain effective working relationships; lift up to 80 pounds and move up to 30 yards; perform heavy manual labor for extended periods in adverse conditions; travel to and gain access to work sites; work safely; exhibit professionalism and maintain positive public relations.

Key Responsibilities

- Control and monitor biological treatment processes.
- Operate pumps, motors, engines, generators, blowers, and related mechanical and electrical equipment.
- Monitor SCADA and other automated control systems; adjust flows within plants, water towers, and lift stations.
- Perform routine servicing, cleaning, and maintenance of plant equipment, piping, and sand filters.
- Monitor, operate, and troubleshoot electrical controls and instrumentation.
- Collect and test water and wastewater samples using laboratory methods and testing equipment; prepare samples and chain-of-custody documentation for outside laboratory analysis.
- Maintain accurate plant operation reports, logs, and records.
- Attend all safety meetings and maintain required licenses/certifications.
- Assist other Village departments as directed.
- Maintain plant grounds, including mowing, weed trimming, and emptying downtown trash receptacles on weekends.
- Demonstrates regular and predictable attendance.

Physical Requirements & Work Environment

- Ability to lift up to 80 pounds and perform heavy manual labor.
- Work in plant and field environments, sometimes in adverse weather conditions.
- Operate, inspect, and maintain equipment safely.
- Respond to 24/7 on-call emergencies.
- Exposure to chemicals, gases, and potentially hazardous materials; strict adherence to PPE and safety procedures required.
- Prolonged periods of standing, walking, and performing inspections.
- Travel to various Village work sites.

Application Process: We invite interested candidates to submit a resume, application, and cover letter that highlights their relevant experience and enthusiasm for the role. Please send your application materials to **employment@yellowsprings.gov**. This position will remain open until filled.

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.