

TOWN OF TROY

WATER DEPARTMENT

PLANT OPERATOR

JOB DESCRIPTION

REPORTS TO: The Selectboard

POSITION SUMMARY

Under the direction of the Selectboard, operates and maintains the facilities of the water system; inspects and performs repair work on water facilities and equipment; monitors and maintains water sources, storage tanks, keeps various records pertaining to water system operations, dams, reservoirs and watershed.

ESSENTIAL FUNCTIONS

Ability to lift items of up to 75 pounds to level of waist; small motor skills; sense of touch and smell; ability to hear and give oral instructions; walking on hard and uneven surfaces; working on ladders and scaffolding; climbing ladder of up to 48 feet in height; frequent bending, squatting and kneeling; ability to read instructions and write information on reports.

TYPICAL DUTIES AND RESPONSIBILITIES

- Monitors and adjusts the operation of water plant pumps, motors and other equipment.
- Accurately reads gauges, dials and other instruments that depict and/or record data.
- Services, maintains, and repairs a variety of water system equipment, including pumps, valves, motors, filters, and meters.
- Inspects water system equipment and facilities to locate needed repairs, and makes repairs to various water system equipment as required.
- Inspects and maintains water distribution facilities.
- Keeps records and prepares necessary reports.
- Assists in the training of other water department personnel.
- Collects samples and assists in conducting a variety of chemical and physical tests.
- Maintains clear and concise logs and records.
- Inspects water sources and water storage tanks.
- Performs general plant maintenance work such as sweeping, cleaning, painting, and landscaping.
- Reads water meter routes.
- Inspect, service and replace meters, fittings and meter boxes.
- Operates a front-end loader and other vehicles.
- Performs other related duties as assigned.

MATERIALS, EQUIPMENT AND TOOLS

Electrical testing equipment, grinders, torches, hammers, pneumatic chipping tools, motor vehicles, face shields, gloves, goggles, laboratory meters and equipment, shovels, rakes, wrenches, chain saw, calculator, electric meters.

SPECIAL REQUIREMENTS

Possession of a valid Vermont driver's license. Persons employed in the classification will be required to possess a Water Treatment Operator Certificate issued by the Vermont State Department of Health Services.

DESIRABLE SKILLS, KNOWLEDGE AND ABILITIES

Knowledge of:

- Principles and practices of water system operations as would be acquired through certification as a Water System Operator.
- Operating principles of valves, pumps, motors, and various types of electrical and electronic equipment.
- Safe work practices.
- The appropriate use of hand and power tools used in the maintenance and repair of plant equipment.

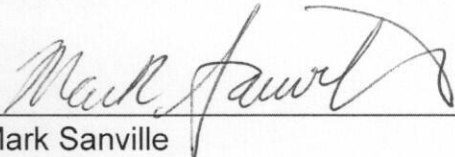
Ability to:

- Operate, repair and maintain water plant facilities and equipment.
- Read and interpret gauges and other recording devices reflecting water system operations.
- Perform various laboratory tests and document the results of same.
- Diagnose operating problems and take effective course of action.
- Supervise and train others in the procedures of water system operations.
- Work weekends and holidays, and to respond to emergency calls during off-duty hours.

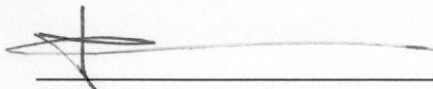
DESIRABLE EXPERIENCE/EDUCATION

Any combination of training and experience which would likely provide the required knowledge, abilities and certification is qualifying.

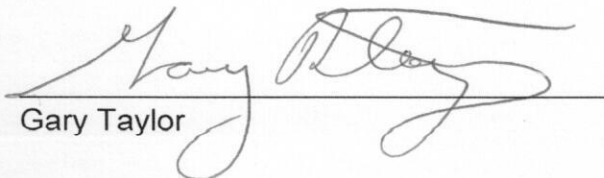
Adopted May 19, 2014



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