



City of Dubuque Water Plant Operator

SALARY	\$26.86 - \$30.24 Hourly	LOCATION	City of Dubuque, IA
JOB TYPE	Full-time	JOB NUMBER	3900-FT-12062023
DEPARTMENT	Water Treatment & Distribution	OPENING DATE	12/06/2023
FLSA	Non-Exempt	BARGAINING UNIT	OE

Position Summary

GENERAL SUMMARY: The Water Plant Operator will perform technical work in a City-owned water treatment facility; and operate and control an entire treatment process, often through use of control boards, to transfer or treat water. Perform technical work in the operation of associated water systems; skilled and semi-skilled tasks in the maintenance and repair of buildings, grounds and equipment; and other duties as assigned.

The ideal candidate possesses the ability to work effectively as a member of a team; follow a management style that is input-oriented and values equity, problem solving and the development of partnerships; and desires to be part of an organization that values service, people, integrity, responsibility, innovation and teamwork.

DISTINGUISHING FEATURES OF THE CLASS: Work involves responsibility for the chemical and physical treatment of water at the drinking water treatment facility, operation of the distribution pumping system, operation and maintenance of various mechanisms, pump equipment and the solids de-watering facility. Work is reviewed and evaluated by supervisor through inspection, results achieved and observation of facility operations effectiveness through shift and laboratory report analyses. Employees are assigned to a specific work shift and work independently. Shift assignments are subject to change due to operational needs.

Job Duties

- Operate chemical processing, and water treatment systems and equipment: computers, software and hardware; and pumps, control panels, chemical feed and solids de-watering equipment.
- Collect samples for testing at City's laboratories or through 3rd party certified lab.
- Perform routine and special sample testing using Standard Testing Methods or products.
- Record operational or production data: readings of chemicals applied in water, water elevation gauge and flow meter readings.
- Inspect production equipment and treatment facilities.
- Maintain and repair water treatment, production or processing equipment.
- Repair production equipment or tools.
- Lubricate production equipment.
- Clean work areas; and production equipment.
- Coordinate shift change protocols.
- Direct operational or production activities.
- Evaluate analytical chemistry procedures and adjust equipment.
- Transfer chemicals.

- Maintain a log of facility operations.
- Perform building and grounds maintenance.
- Utilize hand and power tools.
- Assist with the purchase of materials, tools, chemicals, and equipment
- Respond to resident questions and service requests.
- Participate in the City's intercultural competency training and program.
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- Respond to resident questions and service requests.
- Participate in the City's intercultural competency training and program.

KNOWLEDGE, SKILLS AND ABILITIES:

- **Chemistry** - Knowledge of the chemical composition, structure, and properties of substances and of the chemical processes and transformations that they undergo which includes uses of chemicals and their interactions, danger signs, production techniques, and disposal methods associated with drinking water treatment.
- **Biology and Microbiology** - Knowledge of plant and animal organisms, their tissues, cells, functions, interdependencies, and interactions with each other and the environment.
- **Mechanical** - Knowledge of machines and tools, including their designs, uses, repair, and maintenance; and ability to inspect and troubleshoot.
- **Mathematics** - Knowledge of intermediate algebra and the applications.
- **Public Safety and Security** - Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
- **Engineering and Technology** - Knowledge of the practical application of engineering science and technology which includes applying hydraulic principles, techniques, procedures, and equipment.
- **Computer Technology** - Knowledge of the use of computers and computer programs.
- **Workplace Safety** - Knowledge of occupational hazards associated with high voltage electrical equipment and necessary safety precautions.
- **Operations Monitoring and Control** - Watching gauges, dials, or display screens to make sure a machine is working; using equipment or systems; troubleshooting and adjusting.
- **Quality Control Analysis** – Routine and special testing.
- **Building and Construction** – Knowledge of residential, commercial and utility construction; and of materials, methods, and the tools involved in the construction or repair of public infrastructure such as highways and roads, sewer, drainage, water distribution systems and broadband communications.

PHYSICAL WORKING CONDITIONS: position requires work outside during inclement weather; and medium to heavy work with occasional heavy lifting.

Qualifications

MINIMUM QUALIFICATIONS:

- High school diploma or equivalent;
- One year or more on-the-job training as a building or mechanical trades apprentice;
- Or any equivalent combination of experience and training.
- Possession of, or ability to obtain and maintain, a valid state driver's license within 30 days after start date.
- Possession of, or ability to obtain and maintain, a State of Iowa Department of Natural Resources Grade II Drinking Water Treatment Certificate within 36 months after appointment.

PREFERRED QUALIFICATIONS:

- Water Quality Technician Certificate
- Experience in the operation of a water treatment facility and in the repair and maintenance of equipment, grounds and buildings.
- College level coursework in chemistry or related field.
- Possession of, or ability to obtain and maintain, a State of Iowa Department of Natural Resources Grade IV Drinking Water Treatment Certificate.

Supplemental Information

RESIDENCY REQUIREMENT: Employee shall establish their principal place of residence within thirty (30) miles of the corporate limits of the city of Dubuque as soon as practicable after appointment, but within two years of appointment.

SUPERVISORY STATUS: None

FLSA STATUS: Non-Exempt

The City of Dubuque provides equal employment opportunities to all employees and applicants for employment without regard to race, color, ancestry, national origin, gender, sex, pregnancy, sexual orientation, marital status, religion, age, disability, gender identity, results of genetic testing, or service in the military. The City of Dubuque encourages applications from minorities, women, the disabled, protected veterans and all other qualified applicants.

Agency

City of Dubuque

Address

Human Resources Department
50 W 13th Street
Dubuque, Iowa, 52001

Phone

563-581-2557

Website

<https://www.governmentjobs.com/careers/dubuqueia>

Water Plant Operator Supplemental Questionnaire

***QUESTION 1**

Do you have a high school diploma or its equivalent?

- Yes
 No

QUESTION 2

I have one year or more on-the-job training as a building or mechanical trades apprentice; or have equivalent combination of experience and training.

- Yes
 No

QUESTION 3

I currently possess, or have the ability to obtain and maintain, a valid state driver's license within 30 days after start date.

- Yes
 No

QUESTION 4

I currently have, or have the ability to obtain and maintain, a State of Iowa department of Natural Resources Grade II Drinking Water Treatment Certificate within 36 months after appointment.

- Yes
 No

QUESTION 5

I have a valid Water Quality Technician Certificate.

Yes

No

QUESTION 6

Briefly describe your experience in the operation of a water treatment facility and in the repair and maintenance of equipment, grounds and buildings.

QUESTION 7

I have completed college level coursework in chemistry or related field.

Yes

No

QUESTION 8

I currently possess, or have the ability to obtain and maintain, a State of Iowa Department of Natural Resources Grade IV Water Treatment Certificate.

Yes

No

* Required Question