

CHIEF OPERATOR, GRADE 3A (WASTEWATER)*

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory and technical position involving responsibility for the complete and actual operation of a wastewater treatment plant having a plant point score of 56-75** and using the activated sludge process (including all modifications) in its treatment. General direction is received from either the appointing authority or an administrative officer. Supervision is exercised over a number of unskilled and skilled subordinates. During periods of emergency, employees in this class are expected to work other than normal working hours. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises the functions of the treatment plant to assure conformance to operation standards;
Makes daily inspection of plant and plant machinery;
Makes or supervises necessary tests for control of plant operation;
Supervises the maintenance and repair of machinery;
Instructs and supervises subordinate employees;
Maintains inventory of supplies, chemicals and equipment;
Requisitions materials;
Participates in meeting with superiors, engineers, contractors, subordinate staff and other interested parties to discuss and, as appropriate, resolve operating and maintenance problems;
Participates in training and instruction programs;
Insures the maintenance of adequate records and the preparation of reports on operations and the use of materials, manpower and equipment.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices used and equipment required in the operation and maintenance of a wastewater treatment plant using the activated sludge process (including all modifications) and having a plant point score of 56-75**; good knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan and supervise the work of subordinates; ability to interpret routine public works engineering plans and specifications; ability to prepare activity records and reports; mechanical aptitude; alertness and dependability.

MINIMUM QUALIFICATIONS: Possession of a valid Grade 3A or higher (Wastewater) certificate issued by the New York State Department of Environmental Conservation.

NOTE: Certification qualifications shall consist of education, training and practical experience as defined in Part 650 of the Department of Environmental Conservation Regulations.

**As determined by the New York State Department of Environmental Conservation plant point score system which is based on type and complexity of the wastewater treatment plant.

*This is a retitling of Chief Operator (WPCP-Type A1)

R.C.D.P. (01.27.1995) 10.08.2015 - Job specification may be subject to further revision
Competitive

01.27.2025 New York State Civil Service approved Non-competitive title in the NY HELPS Program.