

## **CHIEF OPERATOR, GRADE 4A (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 76 or greater\* and using the activated sludge process (including all modifications) in its treatment. The work is performed under the general direction of the Superintendent of Public Works III in accordance with New York State Department of Environmental Conservation regulations. Supervision is exercised over an operator and skilled and unskilled maintenance personnel. 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 and New York State DEC regulations;  
Makes daily inspection of plant, plant machinery and periodic inspections of the collection systems;  
Prepares work orders for all required maintenance and repair items;  
Oversees and may participate in wastewater and other plant testing in accordance with New York State DEC regulations;  
Maintains records and prepares periodic reports with respect to plant operations and as required by the New York State DEC and the United States Environmental Protection Agency;  
Instructs, trains and supervises subordinate employees engaged in plant activities;  
Maintains inventory of supplies, chemicals and equipment;  
Requisitions materials;  
Assists the Superintendent in the preparation of bid specifications for new machinery, equipment, chemicals, supplies, repair, etc.;  
Meets with staff, consultants, engineers, contractors and other interested parties to discuss and, as appropriate, resolve operating and maintenance problems;  
Plans and promotes internal safety plans.

### **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 76 or greater\*; 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 4A (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.

(over)

**SPECIAL REQUIREMENTS:**

1. When required to operate a motor vehicle, possession of a valid driver's license appropriate to the kind and size of vehicle to be driven.
2. Must maintain the Grade 4A (Wastewater) certificate throughout the course of employment in this title.

\*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.

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Competitive

06.21.2024 New York State Civil Service approved Non-competitive title in the NY HELPS Program.