

# NOTICE OF JOB OPENING

May 22, 2019

**JOB CLASSIFICATION:** Water Treatment Licensed Operator I

The Benton Utilities Water Distribution Department is accepting applications for the above position. A job description outlining job responsibilities and qualifications is attached.

**JOB SUMMARY:** To assist in the operation and maintenance of the water plant facilities, equipment, buildings, and grounds. Must possess a Class 4 Arkansas Water Treatment Operator License

**Grade 8:** Pay Range \$27,256 - \$40,885 per year

Those who are interested in the position should complete an application and submit it to the Human Resources Department as soon as possible. An application and complete job description are available from the Human Resources Department, Benton Utilities Complex, 1827 Dale Ave, Benton, AR or a printable application and complete job description are available on line at [www.bentonutilities.com](http://www.bentonutilities.com) under the personnel tab.

Position closes at 4:00 p.m. Friday, May 31, 2019 or until filled.

**BENTON UTILITIES - BENTON, ARKANSAS**

## JOB DESCRIPTION

<b>JOB TITLE: Treatment Operator I</b>	<b>DATE: 11/11</b>
<b>DEPARTMENT: Water</b>	<b>GRADE: 8</b>
<b>DIVISION: Public Utilities</b>	<b>FLSA STATUS: Non-exempt</b>
<b>REPORTS TO: Water Treatment Supervisor</b>	<b>EEO CATEGORY: Skilled Craft</b>

*This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and minimum qualifications of this job. The incumbent(s) may be required to perform job-related responsibilities and tasks other than those stated in this job description. Nothing in this job description restricts management's right to assign or reassign job-related responsibilities and tasks to this job at any time. Certain functions are understood to be essential; these include, but are not limited to, attendance, getting along with others, working a full shift, and dealing with and working under stress. Any essential function of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.*

**JOB SUMMARY:** To assist in the operation and maintenance of the water plant facilities, equipment, buildings, and grounds.

### **ESSENTIAL JOB FUNCTIONS:**

1. Makes visual inspection of the facilities and equipment and performs necessary adjustments and repairs. This includes chemical feeders and pumps, high service pumps, clarifiers, clearwell levels, tank levels, raw water intake pumps and equipment, reservoir pumps and equipment, sludge basins and related equipment, on-line turbidimeters and chlorine analyzers, flow meters, etc.
2. Catches water samples and performs laboratory analysis and makes chemical dosage changes as needed.
3. Oils and lubricates equipment.
4. Unloads chemicals and fills chemical feeders and day tanks. Changes 1 ton chlorine cylinders.
5. Keeps daily records of water usage, chemical usage, flow rates, clearwell levels, tank levels, etc.
6. Maintains buildings and grounds. (Cleaning, mowing, etc.)
7. Backwash filters.
8. Performs other duties as assigned.

### **SECONDARY DUTIES AND RESPONSIBILITIES:**

1. Makes repairs to pumps (tighten and/or change pump packing, pull pumps and make repairs, etc.), feeders, sludge basins, and other equipment.
2. Cleans and removes debris from intake structure at the river and reservoir.
3. Paints buildings and equipment.
4. May be required to work weekends, evenings, and overtime.
5. May be required to provide general maintenance and repairs on other city buildings and properties, such as assistance with Christmas lights at City Hall.
6. Makes calls to consumer's homes when they have complaints about water taste, odor, or clarity.

**SUPERVISORY RESPONSIBILITIES:** None

<b>Budget Responsibility:</b>	<b>\$ N/A Annual dollars</b>
<b>Facilities and Equipment Responsibility:</b>	<b>\$5,000 to \$150,000</b>

**EDUCATION AND EXPERIENCE**

High school diploma or GED plus specialized training and/or additional college courses and twelve (12) to eighteen (18) months of progressive experience in water treatment operations or related experience and/or training. Equivalent combinations of education and experience will be considered.

**MINIMUM QUALIFICATIONS:**

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of state and federal regulations governing water quality.

Basic knowledge of computer fundamentals and business software.

Knowledge of workplace safety issues and ADEQ training requirements.

Basic skill in use of hand tools and mechanical repairs.

Basic skill in math and some algebra.

Skill in operating a backhoe and forklift.

Ability to make decisions concerning plant operations (Operators work alone nights and weekends.)

Ability to wear dust masks, respirators, and Self-Contained Breathing Apparatus.

Ability to follow instructions and complete tasks as assigned.

**ADDITIONAL REQUIREMENTS:**

Arkansas Water Treatment Operator Class IV License.

Must possess and maintain valid Arkansas Drivers' License.

Must have 20 hours of Arkansas Dept. of Health approved classes in order to renew license every 2 years.

**PHYSICAL REQUIREMENTS:**

*The physical activities marked below are representative of those that will be required on a regular basis to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

	Yes	No
Lifting (lbs.)	80	
Carrying (lbs.)	80	
Stooping/Bending	X	
Kneeling/Squatting	X	
Walking	X	
Standing	X	
Sitting	X	
Climbing, Balancing (working with a ladder	X	
Use of hands to finger, handle, or feel	X	
Physical Coordination (simultaneous use of hands, arms, feet and legs)	X	
Eye-Hand Coordination	X	
Close Vision (Clear at 20 inches or less)	X	
Distant Visions (Clear at 20 feet or more)	X	
Color Vision	X	
Depth Perception	X	
Hearing	X	

**WORK ENVIRONMENT:**

*The environmental conditions marked below are common for this job.*

	Yes	No
Outdoor weather conditions	X	
Wet, Humid conditions (non-weather)	X	
Work near moving mechanical parts	X	
Work in high, precarious places	X	
Fumes or dust	X	
Toxic or caustic chemicals	X	
Extreme Heat (non-weather over 90° F)	X	
Low noise (e.g., business office)	X	
Moderate Noise (e.g., light motorized equipment such as lawn mowers)	X	
Loud noise (e.g., jackhammer, heavy motorized equipment)	X	