



Job Description

Job Title: Operator
Pay Grade: 14
Hourly Min.- Max: \$13.81-\$21.98
Annual Min.- Max: \$28,725 - \$45,718

Effective Date: January 1, 2014
FLSA Status: Non-Exempt

General Description

Technical work in the operation and maintenance of Water or Wastewater Treatment Facilities and associated equipment. Work is performed under general supervision.

Primary Duties

These job functions are not to be construed as a complete statement of all duties performed. Employees may be assigned additional duties by management as deemed necessary.

- Assist in operation of the treatment facilities and maintenance thereof including taking samples, testing and the laboratory analysis of samples.
- Performs maintenance and repair of equipment, wells, electrical panels, gauges, controllers, pumps and etc.
- Assists in the supervision and training of trainees and other personnel.
- Repairs valves, scales, control panels and other electrical problems.
- Performs inspections and maintenance of the water and/or wastewater operation systems.
- Performs manual labor such as: mowing, operate small equipment and etc.
- Maintains home telephone and may be required to work rotating shifts, on call duties and extended hours in emergency situations.

Minimum Qualifications

Education and Experience:

An equivalent combination of higher education and experience may be considered, provided that the education and experience is in a relevant and related field.

- High school graduation or possession of an acceptable equivalency diploma.

Licenses, Certifications, and/or Registrations:

- Valid Florida Driver's License
- A valid Florida class "C" certification in water or wastewater treatment
- Obtain a restricted Florida Class "B" Commercial Driver's License with hazardous endorsement within 180 days from the date of employment for Water Operator
- Obtain a Florida Class "B" Commercial Driver's License with hazardous endorsement within one (1) year from date of employment for Water Operator
- Certified in the safe handling of chlorine for Water Operator

- Certified in “Confined Space Entry”

Essential Physical Functions

The City of Clermont is an Equal Opportunity Employer. The Americans with Disabilities Act requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are encouraged to discuss potential accommodations with management.

Continual light work and occasional heavy work. Requires frequent walking and standing, climbing, stooping, reaching, bending, good finger/hand dexterity and hand/eye coordination, good eyesight, hearing and speech, and regular driving of vehicle. This position must frequently lift and/or move up to 50 pounds and occasionally up to 80 pounds. Must be able to wear PPE.

Environmental Conditions

Works outside that could be in adverse environmental conditions (e.g., heat, cold, and rain) for moderate periods of time and exposure to construction and water/wastewater site hazards, traffic, and moving machinery. Involves working with high voltage equipment, heights (50 to 70 feet) and below ground.

Acknowledgement (original to personnel file, and copy to the employee)

I have read and understand this job description. I am qualified to perform this job, with or without reasonable accommodations.

Employee Name (Print) _____

Supervisor Signature _____

Employee Signature _____

Human Resources _____

Date _____