

CITY OF OVIEDO
invites applications for the position of:



Lead Plant Operator - Public Works Dept. [FLSA: Non-exempt; SHIFT: 8 hrs/day, 5 days/week]

SALARY: Depends on Qualifications

OPENING DATE: 10/16/18

CLOSING DATE: 01/04/19 11:59 PM

WORK OBJECTIVE:

Supervises the operation and maintenance of the City's wastewater facilities. Monitors the Supervisor Control and Data Acquisition (SCADA) system operations using trends and graphs, making system adjustments as necessary. Directs Operators on daily plant operations, ensuring the facilities are functioning effectively and efficiently. Coordinates and supervises sampling programs and analytical programs between operational staff and commercial laboratories. Evaluates environmental regulations, determines applicability to ensure compliance requirements are met. Acts as Wastewater Plant Superintendent in his absence. Performs related duties as necessary. Work is performed under the general supervision of the Wastewater Plant Superintendent.

ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such duties are a logical assignment to the position.

Supervises and assigns daily tasks to Plant Operators to determine the order of tasks and to ensure all required plant rounds are completed and equipment performs reliably, as required by regulatory agencies.

Administer the facilities permit, issued by the State of Florida DEP for facility compliance.

Sets goals, objectives, facility maintenance and repairs; assists in short term, long term and contingency planning.

Reviews daily plant SCADA trends and/or operational records to ensure reliable plant performance.

Coordinates with consultants, contractors, laboratories, Environmental Protection Agency, Florida Department of Environmental Protection, St. Johns River Water Management District to ensure Consumptive Use Permit reports are accurate and current and to ensure environmental compliance.

Maintains regulatory and laboratory data; interprets and analyzes test results and makes corrections as needed; submits compliance reports to regulatory agencies in a timely manner.

Prepares and trains Plant Operators for the preparation of monthly operational reports and reviews all reports prior to submitting to the Wastewater Superintendent for approval.

Provides training on new equipment, as well as training for emergency situations as they relate to plant equipment malfunctions.

Signs and submits logs and reports in the absence of the Wastewater Plant Superintendent.

Monitors plant chemical levels to ensure proper supplies are in inventory at all times as well as replacement parts for emergency repairs to the plant.

Performs plant operations and lab tests as needed.

Investigates and resolves wastewater quality issues with the citizens.

Serves as essential personnel during special events, natural or man-made disasters, and emergencies.

Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Requires High School graduation or GED equivalent supplemented by specialized courses/training equivalent to completion of one year of college in wastewater plant operations or closely related field. Requires four years' experience in the operation and maintenance of a wastewater treatment plant, to include two (2) years supervisory experience.

Requires a Class B or higher FDEP Wastewater State of Florida license. Requires a valid driver's license (must obtain Florida driver license within thirty (30) days of employment). May be required to work shifts or weekend hours. Subject to on-call rotation. Must pass Self-Contained Breathing Apparatus (SCBA) Fitness test at any time. Must be able to serve on the City's Emergency Management Team as essential personnel.

GENERAL APPLICATION INFORMATION:

As part of our commitment to a drug-free and tobacco/nicotine-free workplace, applicants are required to successfully pass a drug and/or tobacco/nicotine test as required by Florida law. Refusal to take a test, or failure to pass the test according to minimum standards, is cause for disqualification.

The complete job description and application materials are available at Oviedo City Hall, Human Resources Department, 400 Alexandria Blvd., Oviedo, FL 32765 or at www.cityofoviedo.net.

EOE-M/F/D/V-Drug-Free Workplace/
Tobacco-Free Work Environment

We understand that you are interested in learning the status of your application. Please be assured that the Human Resources Department will notify all applicants of the final status of their application. We manage a large volume of applications on a continual basis, and appreciate your patience during the process. It is not necessary to contact us to inquire about your status after submitting your application.

EOE-M/F/D/V-Drug-Free Workplace/ Tobacco-Free Work Environment
APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.cityofoviedo.net>

Position #18-052
LEAD PLANT OPERATOR - PUBLIC WORKS DEPT. [FLSA: NON-EXEMPT;
SHIFT: 8 HRS/DAY, 5 DAYS/WEEK]
SM

400 Alexandria Blvd
Oviedo, FL 32765
407-971-5520
407-971-5529

careers@cityofoviedo.net

Lead Plant Operator - Public Works Dept. [FLSA: Non-exempt; SHIFT: 8 hrs/day, 5 days/week] Supplemental Questionnaire

- * 1. Each applicant must complete this supplemental questionnaire as a part of the application screening and selection process. The information you provide will be reviewed and used to determine your eligibility to move forward in the selection process. Incomplete responses (including 'see resume' or 'see application'), false statements, omissions, or partial information may result in disqualification from the process. Do you agree to answer each supplemental question truthfully and that your responses can be verified from information included within the application?
 Yes No
- * 2. The City of Oviedo is a drug-free workplace. Do you currently use any illegal drugs?
 Yes
 No
- * 3. The City of Oviedo is a tobacco/nicotine-free workplace. Do you currently use tobacco/nicotine products?
 Yes
 No
- * 4. Do you have a valid driver license, issued in any State?

- Yes
- No

* 5. Do you possess a valid Florida Driver License?

- Yes
- No

* 6. Do you possess either a high school diploma or a GED?

- Yes
- No

* 7. Do you possess specialized courses/training equivalent to one year of college in wastewater plant operations OR a closely-related field?

- Yes
- No

* 8. If your answer to question #7 above is 'a closely-related field', specify in the space below the name of the field in which you have courses/training equivalent to one year of college. If you answered "No" to question #7 above, please enter 'N/A' in the space below.

* 9. Do you possess four (4) years of experience in the operation of a wastewater treatment plant?
PLEASE NOTE: Experience indicated by your answer below should be supported by the information in the "Work Experience" section of this application; otherwise, it may be concluded that your answer to this question is "No".

- Yes
- No

* 10. If you answered "Yes" to question #9 above, are at least 2 years of the experience you possess supervisory experience?

- Yes
- No
- N/A - I answered "No" to question #9 above.

* 11. Do you possess a Class B or higher FDEP Wastewater State of Florida license?

- Yes
- No

* 12. Of the items listed below, please check the one(s) which you are able and willing to do.

- Work shift work
- Work on-call rotation
- Pass a Self-Contained Breathing Apparatus (SCBA) Fitness test at any time
- Serve on the City's Emergency Management Team as essential personnel
- N/A - I am not able/willing to do any of the items listed above

* Required Question