

TOWN OF YORKTOWN, INDIANA

Position: Lab Technician/Wastewater Treatment Plant Operator – Wastewater Department

Description: Under general supervision; collect wastewater samples throughout the treatment process. These samples will either be tested as grab or composited for analysis. Various tests will be performed to ensure proper water treatment. This position requires attention to detail, proper lab practices, and ability to work independently. Performs occasional semi-skilled and manual labor tasks associated with the operation and maintenance of a wastewater treatment plant and splash pad.

Examples of Essential Functions:

Essential functions may include, but are not limited to, the following:

- **Primary:**
 - Gathering of samples throughout treatment process using proper sampling technique and attention to detention times and preservation methods.
 - Follow proper testing techniques as outlined in the Standard Methods for tests such as: dissolved oxygen, BOD₅, pH, TSS, settleable solids, and Cl₂ residual.
 - Record results in a neat manner and be able to determine trends in results. Be able to communicate what these results indicate in the treatment process.
 - Properly maintain lab cleanliness, including: glassware washing, maintaining equipment, sweeping, and properly disposing of lab waste.
 - Keep up on lab inventory and usage of chemicals and expendable items. Ordering necessary supplies in a timely manner and being conscientious of budget.
 - Completing annual DMRQA
 - Perform inspections of industries and businesses for compliance with the Sewer Use Ordinance, with as needed discharge testing of their outfalls.
- **Secondary:**
 - Operates and maintains pumps, pipes, and valves to move wastewater through the various treatment processes.
 - Checks a variety of meters and gauges to ensure plant equipment is working property. Also, checks pumps, motors, blowers, pressure and vacuum gauges, timers, air and water lines for proper lubrication and operation. Makes necessary adjustments.
 - Takes readings and records a variety of information including pump running times, wet well levels, pump efficiencies, raw sewage and return sludge flow readings, sludge blanket readings, and generator gauges. Maintains daily log of all plant activities.
 - Cleans and maintains plant equipment and property which includes such tasks as replace worn equipment, painting equipment, cleaning interior pump components, cleaning work areas, bar screen, and grit chambers. Also responsible for exterior yard work where appropriate. Makes minor equipment repairs and reports damage requiring major repairs.
 - Continually observes all equipment for mechanical operation.
 - May coordinate work of other skilled and unskilled workers in the operation, maintenance, and minor repair of the WWTP equipment.

- Checks the splash pad for proper operation and safety.

Knowledge, Skills, and Abilities:

- Lab proficient and ability to produce verifiable and repeatable results.
- Understanding of water chemistry.
- Ability to identify and find solutions to malfunctioning lab equipment.
- Proficient with Excel and other Microsoft programs.
- Requires knowledge of and the ability to operate and maintain all equipment used in a WWTP.
- Requires the ability to read a variety of meters/gauges and to make adjustments when necessary.
- Ability to coordinate and work with others.
- Requires the ability to operate a diesel tractor, 1 ton dually truck, and telehandler.

Physical Characteristics:

Vision sufficient to read instruments and equipment specifications; sense of smell sufficient to smell odors associated with waste water hazards; hearing sufficient to hear verbal instructions and normal conversation; mobility to walk, sit, climb, balance, stoop, kneel, crouch or crawl; dexterity sufficient to operate manual and power tools, light and heavy duty equipment, and other equipment utilized in the course of work; strength sufficient to lift and move heavy items weighing up to 50 pounds on a frequent basis and occasionally lift up to 80 pounds; endurance sufficient to maintain efficiency on the job and stand for extended periods of time.

Working Environment:

Primary work environment is indoors in the lab. However, sampling and occasional plant maintenance outdoors is required. This occurs in a wide range of weather conditions with temperatures ranging from 20 degrees below to 100 degrees above. Employees are exposed to loud engine noises, dust, vibrations, and unpleasant sewage, and chemicals used in the treatment process and normal lab function. Industrial sampling will also introduce applicant to various other hazards. All PPE will be provided in these instances.

Employees will be required to work during evenings, weekends, and holidays on a call-out basis. The on-call schedule is a four-week rotation from Monday to Monday.

Licenses/Degrees:

Must possess an appropriate Indiana Driver's License at the time of appointment and pass a drug screen. Must maintain a satisfactory driving record. A college degree in Biology, Chemistry, Environmental Science, or related field is required for this position. Must possess or be able to obtain a Class 1 (or higher) Wastewater Operator license within one year of hire date.

Compensation:

The Town of Yorktown provides a comprehensive insurance and wellness package, pension, ample vacation time that increases with years of service, paid holidays, a yearly clothing allowance, and longevity pay. The pay range for this position is \$23.00 - \$27.00 per hour.