



# TOWN OF TEWKSBURY

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876-2796

## HUMAN RESOURCES DEPARTMENT

(978) 640-4488  
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# JOB POSTING

POSITION AVAILABLE: Filter Operator - Water Treatment Plant: 2 Openings (DPW)

QUALIFICATIONS: Candidates for this position must have a High School diploma or equivalent; one year experience in utilities, water treatment or distribution operations, or any equivalent combination of education and experience. MA Grade 2 T OIT or higher Certification of Operators of Drinking Water Supply. Skills in the use and care of tools, chemicals and equipment employed in the water treatment plant processes. Must possess interpersonal and problem solving skills. Must have a valid motor vehicle operator's license.

Specific job qualifications are listed in the job description attached.

HOURS: 40 hours a week which includes one weekend shift per week.

SALARY RANGE: \$49,933 – 69,499

BENEFITS: Paid sick leave, vacation; contributory health dental and life insurance.

POSTING DATES: From: October 8, 2020  
To: Until filled

TYPE OF POSTING: Open

Applications may be obtained on the Town's website at [www.tewksbury-ma.gov](http://www.tewksbury-ma.gov) or at the Human Resources office at the Town Hall located at 1009 Main Street.

The Town of Tewksbury is an affirmative action equal opportunity employer.

This is an AFSCME Local 833 position, Group 3

**Position Purpose:**

Participates in the operation of equipment in the Water Treatment Plant. Operates a wide variety of mechanical equipment used in the treatment processes. Maintains the operation of all areas under his/her assignment and under the direction of the Head Filter Operator or designee of the Chief Operator. Performs all other related work as required.

**Essential Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Operates the water treatment plant equipment to control flow and chemical feeding systems operation under direction and supervision of the Head Filter Operator.
- Monitors gauges, meters and control heads.
- Observes variations in operating conditions and reports meter, gauge readings, and test results to the Head Filter Operator.
- Under direction of the Head Filter Operator, operates valves and gates either manually or by remote control; starts and stops pumps to control and adjust flow and treatment processes.
- Assists in the application of chemical dosages required in the treating and disinfecting of the water.
- Conducts regular inspections to observe and check the operation and condition of assigned equipment; detects and reports faulty equipment operation, disorders, and breakdowns to Head Filter Operator.
- In the event of emergencies, takes direction from the Head Filter Operator on response and duties.
- Works on Water Treatment Division facilities and grounds per seasonal needs.
- Loads and unloads, moves and transports materials, equipment, freight, and supplies. Assists in the handling and storing of stock.
- Performs similar or related work as required, directed, or as situation dictates.

**Recommended Minimum Qualifications:**

**Education, Training and Experience:**

High School diploma or equivalent; one year of experience in utilities, water treatment, or distribution operations, or any equivalent combination of education and experience. Massachusetts Grade 2 T OIT or higher Certification of Operators of Drinking Water Supply. Possession of a valid Massachusetts motor vehicle operator's license.

**Knowledge, Ability and Skill:**

*Knowledge:* Working knowledge of safety practices in the operation of electrical and mechanical equipment; methods, practices and techniques used in the operation and repair of the equipment utilized in utility operations. Some knowledge of advanced treatment plant processes.

*Ability:* Ability to operate various types of equipment, some for extended periods of time; follow oral and written instructions; detect faulty equipment operation. Ability to establish and maintain effective working relationships with coworkers and the general public. Ability to operate a motor vehicle. Ability to perform manual labor for extended periods and under varying climatic conditions.

*Skill:* Skill in the use and care of tools, chemical handling, and mechanical equipment. Skill in operating, maintaining and repairing plant machinery. Basic computer skills.

**Physical Requirements:**

*(The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)*

Regularly required to walk, stand, sit, talk, see and hear; operate objects, tools, or controls; climb or balance; stoop, kneel, crouch or crawl; reach with hands and arms; taste or smell; and feel vibration. Must have good stamina and not tire easily; sufficient hand and leg strength to use manual and/or powered equipment for extended periods of time. Must be capable of pro-longed, repetitive bending at the waist. May move objects weighing up to 75 pounds. Must be able to communicate.

**Supervision:**

*Supervision Scope:* Performs varied duties of a routine to complex nature following acceptable standards of quality and performance, requiring a moderate measure of responsibility and judgment in determining methods of completion and carrying out assignments independently.

*Supervision Received:* Work is performed under the supervision of the Head Filter Operator.

*Supervision Given:* None.

**Job Environment:**

- Work is performed under typical treatment plant conditions, employee may be exposed to toxic or caustic chemicals; fumes or airborne particles; risk of electrical shock and other risks related to working near moving mechanical parts. At times employee may be required to work outdoors exposing him/her to outdoor weather conditions.
- Operates computer, telephone, facsimile machine, copier, calculator, and other standard office equipment; power tools and hand tools.
- Employee has frequent contact with vendors, technicians, the general public and mechanical engineers. Contacts are in person and by telephone and involve an information exchange dialogue.
- Errors could result in injuries to self or other employees, adverse public reactions, damage to the building and equipment, reduction in the level of service and legal and/or financial repercussions for the Town.

*(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)*