



FITCHBURG

Massachusetts

JOB POSTING

Position: Primary Water Treatment Operator	Department: DPW/Division of Water Supply 1200 Rindge Road, Fitchburg, MA	Supervisor: Chief Treatment Plant Operator	
Salary Range: \$25.07/hr. - \$28.21/hr./Grade 5 Commensurate with Qualifications and Experience/FLSA/Hourly/Non-Exempt	Hours: Monday – Friday 7AM – 3PM Overtime as required; Weekends and holidays on rotating basis	Civil Service: No	Union Affiliation: Fitchburg Public Employees Association (FPEA)* *Pending Change in representation
Posted: December 19, 2021	Deadline: January 9, 2022		
Applications are accepted online ONLY. Please visit www.fitchburgma.gov to apply.			
Required application documents include a cover letter, (Attn: Susan Davis, Director of Human Resources), resume and application. All documents must be received to be eligible for consideration.			

The responsibilities and duties listed below are illustrations of the various types of work 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.

RESPONSIBILITIES AND DUTIES:

In this highly responsible position and working under the direct supervision of the Chief Treatment Plant Operator, the Primary Water Treatment Operator performs tasks associated with the operation, maintenance, repair and construction of the water treatment plants, pump/pressure reducing stations, water storage tanks, gatehouses and related facilities. Supervises secondary water treatment plant operators (and other subordinates as assigned) and is responsible for the day to day operation of the treatment plant to which s/he is assigned.

Duties include but are not limited to:

- Assist in monitoring and regulating operations which involve operation, start up and shut down of water treatment and related facilities, according to prescribed procedures;
- Perform routine control tests and adjusts chemical feed systems as needed;
- Perform water quality tests for monitoring and control of treatment processes;
- Maintain operator logbooks, process control and other records for treatment plants, pump/pressure reducing stations, storage tanks, and other related facilities;
- Assist in preparation of annual, monthly and daily reports as required for monitoring and tracking all phases of plant and system operations;
- Collect and prepare water samples for in-house and/or contract laboratory testing, maintains chain of custody and other records to track and record sample collection and results;
- Assist in making operational decisions and adjusts treatment process and flow utilizing SCADA and other control systems;
- Perform routine preventative and corrective maintenance to plant equipment;
- Perform housekeeping and grounds maintenance activities;
- Work assigned rotating shifts as necessary to provide required staffing of treatment facilities, including weekends and holidays;



City of Fitchburg

DPW/Water Division/Primary Water Treatment Operator, Responsibilities and Duties, continued:

- Work/tasks associated with this position may be inside or outside; outside work may be completed in all types of weather conditions, day and night.
- Respond to call-ins after regular working hours, including nights, weekends, and holidays as needed. Extensive overtime may be required during emergency situations;
- Other duties as assigned by a supervisor or employee of a higher grade classification.

QUALIFICATIONS, SKILLS and ABILITIES:

- High School Diploma or GED;
- Must possess and maintain a valid Class D driver license;
- Valid MA Grade 4T Drinking Water Operator Certification;
- Must possess OSHA 10 Certification or ability to obtain within six (6) months of hire;
- Ability to read, interpret and understand written instructions, including: operation and maintenance manuals, laboratory procedures, standards, and safety procedures;
- Must possess ability to:
 - Communicate effectively in both a verbal and written format;
 - Follow directions and complete tasks in a timely manner;
 - Keep and maintain accurate and legible written records;
- Ability to use MS Office applications including but not limited to Word and Excel;
- Must possess:
 - Knowledge of water chemistry, physics and math as they apply to the water treatment field;
 - Knowledge of pumps and pumping and mechanical and electrical systems as they apply to the water treatment field.
- Ability to establish and maintain effective working relationships with fellow employees, supervisors, municipal officials and the general public.
- Demonstrate the required skills and the ability to perform all work assigned by successfully completing a six (6) month probationary period.
- Must successfully complete pre-employment physical, drug screening and background check;
- Bilingual in English and Spanish a plus.

PHYSICAL COMPONENT RATED:

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.

RATED: Heavy.

May require heavy physical labor, including lifting, bending, kneeling, twisting, and carrying objects that may exceed 100 pounds in weight. May require sitting at a computer terminal or desk for prolonged periods. Exposed to discomforts such as high noise levels (necessitating the wearing of hearing protection), damp/wet surroundings and work conditions, and extreme weather conditions and temperatures, during the day and/or night. Operation of hand and power tools, including grounds care equipment, for short or extended periods may also be required.

The City of Fitchburg is an Affirmative Action (AA) and Equal Opportunity Employer (EOE)

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