

TITLE: WATER TREATMENT PLANT CREW LEADER

CODE: 37415

GENERAL DESCRIPTION:

This is responsible water treatment plant crew leader work involving leading and participating in the filter plant operations and maintenance on an assigned shift.

Work involves responsibility for leading a crew as a senior operator and acting as a shift supervisor periodically when the shift supervisor is off. Duties include making rounds to regulator houses, maintenance of equipment, operation of equipment, recording of data and adjusting chemical feeders. This position also has the responsibility for making routine water flow decisions and handles emergencies when senior person on shift. This work requires that the employee have considerable knowledge, skill and ability in the maintenance and operation of filter plant equipment.

SUPERVISION RECEIVED:

Works under the general supervision of a water treatment plant supervisor.

EXAMPLES OF DUTIES:

Assigns, oversees and corrects the work of a small work crew on an assigned shift when acting as the senior operator on the shift.

Monitors gauges, takes readings and keeps records of water treatment operations. Adjusts water flow and chemical feed rates. Performs maintenance on equipment.

Fills out forms on completed work assignments, as well as water flow data.

Demonstrates work procedures. Cites work rules violations. Assures safe work practices.

Coordinates activities on a short-term basis to assure personnel, materials and equipment necessary for assignments.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of sand filter plant methods, equipment and materials.

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Some knowledge of public administration principles and practices as applied to crew operations reporting.

Good ability to communicate orally and to lead a work crew; some writing ability.

Good ability to make operational decisions within established procedures and to complete routine forms.

Good ability to oversee the activities of an assigned work crew.

Considerable ability to establish and maintain effective working relationships with coworkers.

QUALIFICATIONS:

A high school diploma or the equivalent plus some training in water filter plant operations plus three years of progressively responsible water treatment plant operations experience including at least some experience in a lead capacity, or an equivalent combination of education and qualifying experience substituting on a year-for year basis.

SPECIAL REQUIREMENTS:

None.