

CHIEF WATER PLANT OPERATOR

The Mount Joy Borough Authority (an Equal Opportunity Employer) is seeking applicants for the position of Chief Water Plant Operator. The successful candidate should possess a PA DEP water operators certification Class BE, subclass 1,2,6,7,8,9,12,13 or ability to obtain this license; Previous experience in operation of water treatment facility is preferred; Computer skills in Word or Excel and the ability to lift over 50 pounds. A valid PA motor vehicle license is required; Class B Commercial Driver's License with Tank endorsement or ability to obtain within 9 months of employment; and a high school diploma or GED.

This full-time position will involve but is not limited to the operation of a 1.6 MGD conventional filtration water facility, and the operation of a 1.0 MGD membrane filtration water facility, production of properly treated and safe drinking water into the distribution system, monthly PA DEP EDMR and quarterly SRBC reporting. Previous experience with SCADA controls; Perform in-house laboratory analysis and collection of water samples; Position requires the ability to work rotating weekend shifts and be able to be onsite within ½ hour for emergency on-call work and overtime as needed. Successful candidate must pass complete background investigation including reference, employment, criminal and driving. A pre-employment medical examination and Drug & Alcohol examination will be required prior to offer of employment.

Applications are available at the Mount Joy Borough Office from the hours of 7:00 am and 4:00 pm, Monday through Friday or at www.mountjoyborough.com/employment Please submit a completed application and resume to Joseph Ardini, Authority Administrator, Mount Joy Borough Authority, 21 East Main Street, Mount Joy, PA 17552, or email at joe@mountjoypa.org Wages will be based on qualifications and experience. Applications will be accepted until end of business day June 30, 2022.

MOUNT JOY BOROUGH AUTHORITY
JOB DESCRIPTION

TITLE: Chief Water Operator

DEPARTMENT: Water - Authority

GENERAL SUMMARY: Under direction, provide day-to-day oversight of operation of water system; operate water system to ensure proper and safe distribution of water; perform maintenance tasks to control quality and flow of water; respond to calls for service to install and repair water meters and lines.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Provide day-to-day oversight of water system; communicate with Assistant Authority Manager regarding significant developments and concerns; provide on-going training and assistance with less experienced operators; meets with outside consultants, determine testing, frequency and schedules, meet with outside contractors to schedule maintenance with water tanks and coordinate water crew activity.
2. Monitor Scada system for process control; monitor amount of raw water pumped from wet wells to inter-connect tanks and main water lines; monitor temperature and standpipe altitude; read flow meters and gauges to regulate equipment according to water consumption and demand; inspect equipment to detect malfunctions; repair and lubricate equipment.
3. Perform basic tests and sample for softness/hardness, PH, raw and final nitrates, chlorine, lead, copper, bacteria, alkalinity, acidity or turbidity to determine potability of water; record data.
4. Inspect contractor work on service lines for new homes; conduct inspection of open ditch; ensure proper stone bedding, trap assembly and glued joints; ensure proper depth, correct water line, slump, and no leaks; wire meter for outside radio reader; draw map for curb box, and water service and sewer laterals; perform meter inspections, conduct final check of touch pad with interrogator and valve box; tag meter.
5. Inspect pump stations; operate and control pumps that transfer water; read flow meter and gauges to regulate equipment; inspect to detect malfunctions, such as pump leaks or worn bearings; record data.
6. Organize and order stock and surplus materials and chemicals; replace parts.
7. Perform routine maintenance to pump stations; paint and perform routine repairs, shovel snow, wash vehicles and equipment.
8. Respond to alarm system calls; investigate problem and make correction to system to take steps to resolve problem.
9. Prepare reports, i.e., Susquehanna River Basis Commission reports, DEP reports.
10. Provide assistance to construction crew and wastewater treatment plant on projects.

JOB SPECIFICATIONS:

*indicates developed after employment

Education/Employment: Any combination of education and experience which indicates possession of the skills, knowledge and abilities listed below. An example of acceptable qualifications for this position is completion of high school degree or the equivalent, possession of a Class B State license for Water Plant operation.

Possession of and the ability to maintain the following is required:

- A valid PA motor vehicle license and a PA Commercial Driver's License (CDL), minimum Class B with Air Brake & Tanker Endorsement
- This requirement for a CDL may be waived by the Authority Manager as a reasonable accommodation by the Authority if a candidate is otherwise qualified for the position but suffers from a medical condition which prevents the candidate from securing a CDL. In such instances, the candidate's medical condition must be confirmed to the Authority via written correspondence from the candidate's doctor to be eligible for the waiver of the CDL requirement.

Knowledge:

Thorough knowledge of water treatment process.

Thorough knowledge of general maintenance and repair practices for water plant operation.*

Thorough knowledge of safety standards and procedures in treatment plant environment.

Thorough knowledge of department rules and procedures.*

Basic knowledge of laboratory testing methods and procedures and chemicals used in treatment process.

Advanced knowledge of mechanical principles involved in the operation of motors, pumps, belts and blowers.

Skills:

Operation of hand and power tools, e.g. wrench, cutting torch, chain saw, hydraulic tamper.

Operation of light and medium equipment with no supervision.

Abilities:

Ability to prioritize tasks and organize time to ensure timely response to requests for service.

Ability to adhere to safety standards and recognize safety warnings and hazards.

Ability to inspect equipment, diagnose nature of problem and take action or recommend course of action.

Ability to understand EPA and PA DEP. regulations pertaining to water treatment and distribution.

Ability to interpret maps, land plots, sketches and blueprints.

Ability to prepare accurate records.

Ability to add, subtract, multiply and divide.

Ability to interact effectively with customers, contractors, developers and borough staff.

Ability to demonstrate physical fitness, to include very frequent light to moderate weight lifting (equipment, tool box, power tools, etc.) and standing and walking for long periods of time, bending and reaching.

Working Conditions:

Work is frequently performed alone, either inside around noisy equipment or in the outdoors in a variety of weather conditions. Adherence to safety standards is required for work which is performed on and around a variety of potentially hazardous electrical or mechanical equipment, occasionally around hazardous substances. Work requires irregular schedules and twenty four hour on-call status.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by a person assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required to perform the job.

REPORTS TO: Assistant Authority Manager
FLSA STATUS: non-exempt
DATE: January 2015