

## **JOB DESCRIPTION: HCWA WASTERWATER PLANT OPERATOR-MANAGER**

Operate wastewater treatment plant and Manage wastewater technician. Attends training to maintain Wastewater Certification. Must lift heavy bags of chemicals weighing more than fifty (50) pounds and disperse in measured amounts as necessary for proper treatment. Work requires working outdoors in all seasons, including rainy weather. Participate in an on-call rotation for weekend responses. Time sensitive sampling for testing must be performed. Sampling may require 15 minute or 2-hour intervals over an 8-hour time period. Must follow demonstrated sampling protocols, and refrigerate samples appropriately, and keep records of all testing. Daily cleaning and calibration of test equipment is required and must be recorded. Wear appropriate uniforms and present oneself in a neat and professional demeanor while on duty, including wearing protective clothing items as demanded by job. An example of protective clothing is boots, and no open toe shoes. Participate in other duties as assigned to ensure the success of the Heard County Water Authority. Orders supplies and manages operation expenses. Additionally:

- Maintains a valid Driver's License and drives HCWA vehicle.
- Performs all necessary tasks and duties to support the success of the HCWA.
- Keeps Executive Director aware of problems or issues as such arise.
- Makes Executive Director aware of any problems that may keep employee from successfully performing job duties.
- Attends Board of Director's meetings and other public meetings as requested.