



BOARD OF COUNTY COMMISSIONERS

# DESOTO COUNTY

Human Resources Department  
201 East Oak Street  
Arcadia, Florida 34266  
Telephone (863) 993-4808  
Fax (863) 993-4708  
Drug-Free Workplace

**REQUISITION #18-30**

## RECRUITMENT NOTICE

As an employer, DeSoto County will not permit discrimination because of race, color, handicap, creed, religion, ancestry, national origin, sex, age, marital status, or political affiliation. We make every effort to employ best-qualified individuals. Preference shall be given to certain veterans and spouses of veterans as provided by Chapter 295, Laws of Florida.

**POSITION:** TREATMENT PLANT OPERATOR – DUAL (P/T) (TEMPORARY)  
**POSITION #:** 91341  
**DEPARTMENT:** UTILITIES  
**SALARY RANGE:** \$8,736.00  
**OPENING DATE:** MAY 24, 2018  
**CLOSING DATE:** JUNE 19, 2018

### GENERAL DESCRIPTION:

Performs a variety of semi-skilled and skilled technical and maintenance work in the operation, maintenance and repair of Water and Wastewater Treatment Facilities and Systems. Work is performed under the general supervision of the Water Systems and/or Wastewater Systems Supervisor as assigned by the Utilities Director. This position requires the employee work the weekend; Saturday and Sunday, four hours each day.

-----

### ESSENTIAL JOB FUNCTIONS

1. Monitors the performance of all equipment, gauges, levels, and charts in the treatment plant and pump stations.
2. Records statistical data concerning plant operations; Maintains, operates, repairs and replaces equipment as necessary.
3. Charts lab test results for trend analysis and maintains accurate records of analyses and test results; evaluates data and writes reports as required.
4. Read meters, collect and identify samples, test samples, and record all pertinent data for M.O.R. and D.M.R as required in accordance with local, state, and federal requirements.
5. Performs quality control tests on lab equipment and lab analysis; evaluates procedures and results for accuracy and determines appropriate methods.
6. Assures that plant operates within required D.E.P. standards.
7. Operates and maintains water and sewage pump stations; operates pumps and valves to control treatment process.
8. Ability to maintain accurate and timely records, including log sheets, timesheet, etc.
9. Ability to operate and cover more than one Treatment Plant on any given day.
10. Performs other duties as required.

(These essential job functions are not to be construed as complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required)

**MINIMUM QUALIFICATIONS:**

**KNOWLEDGE, SKILLS AND ABILITIES**

- Working knowledge of equipment, facilities, materials, methods and procedures used in water and wastewater treatment plant maintenance and operation activities.
- Working knowledge of laboratory procedures and practices.
- Skilled in operation of tools and equipment.
- Ability to perform process control calculations.
- Ability to work under minimum supervision.
- Ability to work safely.
- Knowledge of safety and health precautions for handling Hazardous Chemicals and Fluids.
- Ability to give direction and train others.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to understand, follow and carry out oral and written instructions.
- Ability to establish and maintain effective working relationships with co-workers, subordinates, County officials, and the general public.
- Ability to perform physical strenuous work in adverse weather environments.
- Ability to work emergency situations as required.
- Ability to use a personal computer.
- Ability to use sound judgment in detecting and correcting unusual conditions, or recommending repair scheduling.
- Knowledge of the occupational hazards and safety precautions required in the workplace.

**EDUCATION AND EXPERIENCE:**

Must possess a High School diploma or GED equivalent and have at least two (2) years experience operating a Water and/or Wastewater Treatment Facility.

**LICENSE, CERTIFICATIONS OR REGISTRATIONS:**

Must currently possess a State of Florida Drivers License or be willing to obtain one within three (3) calendar months of County employment.

Must currently possess a Florida Department of Environmental Protection Class "C" Water and Wastewater Treatment Plant Operator License.

**ESSENTIAL PHYSICAL SKILLS:**

- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)
- Ability to communicate both orally and in writing
- Ability to access file cabinets for filing and retrieval of data
- Ability to lift and/or move up to 25 pounds

**ENVIRONMENTAL CONDITIONS:**

- Works outside in various weather conditions that include dust, fumes, gases, chemicals, and oils. May work on uneven and slippery surfaces.
- May work near moving mechanical parts.
- Occasionally exposed to wet and/or humid conditions and vibrations. May occasionally work in high precarious locations.
- Occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, odors, extreme noise, odors, heights and risk of electrical shock.
- Noise levels in the work environment are usually loud in field settings and moderately quiet in office settings.
- Occasionally works in water and or wastewater liquids.

(Reasonable accommodation will be made for otherwise qualified individuals with a disability.)