

Code: 2713

*Title: WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR-
OUTLYING FACILITIES*

SUMMARY: Supervises wastewater treatment operations at all outlying treatment facilities, stabilization ponds, oxidation ditches and permitted wastewater treatment facilities throughout Pima County.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor)

Supervises and coordinates wastewater treatment activities at stabilization ponds, oxidation ditches and outlying treatment facilities located throughout Pima County;

Supervises, trains and evaluates assigned personnel;

Prepares technical wastewater treatment reports regarding the operations of all outlying facilities on a periodic and emergency basis;

Implements approved treatment operations procedures for stabilization ponds, oxidation ditches and assigned permitted treatment facilities;

Coordinates unit activities with laboratory and maintenance units and supervises and coordinates the clean up and maintenance of outlying facilities work and equipment areas;

Compiles and analyzes laboratory data to develop and maintain short- and long-term treatment operational parameters for stabilization ponds, oxidation ditches and assigned permitted treatment facilities;

Evaluates wastewater treatment processes and recommends new procedures affecting the economy and efficiency of all outlying treatment facilities operations;

Implements approved in-house training programs for outlying facilities personnel, such as operations, safety and hazardous material handling standards;

Coordinates and supervises the collection of effluent samples from all outlying facilities at various stages of treatment;

Monitors and adjusts treatment processes for stabilization ponds, oxidation ditches and assigned permitted treatment facilities to insure compliance with federal, state and local laws and regulations;

Interprets readings and other data and adjusts wastewater treatment processes accordingly;

Acts as Assistant Wastewater Plant Superintendent-Outlying Facilities in the absence of the incumbent.

KNOWLEDGE & SKILLS:

Knowledge of:

- wastewater treatment processes in stabilization ponds, oxidation ditches and designated permitted wastewater treatment facilities;
- wastewater sampling techniques;
- functions and mechanics of wastewater treatment equipment and of servicing and maintenance requirements;
- federal, state and local regulations relating to the treatment and disposal of wastewater;
- hazardous material handling and communication standards;
- technical principles of the various treatment processes used at each location;
- mathematics;
- implementation of industrial safety programs;
- principles and practices of supervision.

Skill in:

- reading and interpreting data and adjusting facilities operations and procedures;
- evaluating wastewater treatment operations;
- communicating effectively, both orally and in writing;
- establishing and maintaining effective working relationships with others;
- troubleshooting and evaluating malfunctions;
- supervising, training and evaluating personnel;
- implementing industrial safety programs;
- preparing technical reports.

MINIMUM QUALIFICATIONS:

EITHER:

(1) A Bachelor's degree from an accredited college or university in engineering, biological sciences, chemical sciences or a related field and one year of experience in the operations of a secondary wastewater treatment facility, including at least six months of shift supervisory responsibility.

(Additional relevant education from an accredited college or university may be substituted for the general portion of the aforementioned experience)

(Additional relevant experience may be substituted for a portion of the aforementioned education from an accredited college or university)

OR:

(2) Six months of experience with Pima County as a Wastewater Treatment Plant Operator-Principal.

OTHER REQUIREMENTS:

Licenses and Certificates: A valid Arizona Grade 2 Wastewater Operator Certificate is required at time of appointment. An Arizona Grade 3 Wastewater Operator Certificate must be secured within one year from date of appointment. A valid class B Arizona Commercial driver's license may be required for some positions. Failure to obtain and maintain the current required license/certification shall be grounds for termination.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Pima County

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