



City of Mishawaka
100 Lincolnway West
Mishawaka, IN
46544

Job Posting

POSITION: Utility Operator C
DEPARTMENT: Wastewater
SALARY: \$23.82 + \$0.40 shift
HOURS: 12:00 am to 8:00 am

DATE POSTED: 03/21/2023
DATE CLOSED:

DEFINITION: To monitor the Wastewater plant's treatment processes on the various shifts and to make necessary adjustments to control and ensure that all phases of the plant operation are running efficiently and within established parameters. Perform general labor and maintenance tasks as assigned by plant management. Must use independent judgment in, collecting and analyzing samples, interpreting metering charts, interpreting SCADA display screens, determining chemical feed rates, and computing data on the daily log sheets. Reports to and accepts assignments from the Division Manager or his designee. All Shift and Non-Shift operators may be required to work variable shift assignments and hours of work.

ESSENTIAL FUNCTIONS:

Must maintain a scheduled inspection of various treatment units, machines, pumps, equipment, and instrumentation used in the operation of the wastewater treatment plant. Make inspection rounds through plant areas as established by management. Must be able to accurately read, record and interpret data from plant meters, gauges and instrumentation, and SCADA display screens, and apply information toward the efficient control and regulation of treatment processes.

Must conduct process control tests and analysis and apply information toward the efficient regulation of treatment processes. Must take the required samples of wastewater and sludges at various stages of treatment, and composite said samples honestly, precisely, and accurately.

Must be able to monitor and control the treatment plant operations during wet weather conditions to maximize flow through the facility while ensuring process integrity and effluent quality.

Must monitor Primary Tank Collectors on each shift as per established procedure and carefully monitor and draw appropriate volumes of sludge. Must remove floating material from primary tanks each shift or more frequently as need dictates.

Must monitor the anaerobic digester system of treatment including such parameters as pH, temperature, tank levels, and gas production. Must withdraw supernatant as per the established procedure. Must remove condensate from gas condensate traps as required.

Must be able to operate and carefully monitor the secondary activated sludge treatment process. Must regulate and properly balance air to aeration, return activated sludge and the waste-activated sludge including belt thickener operation as per established procedures. Must monitor and regulate oxygen levels, mixed liquor solids concentrations, the character and settleability of the activated sludge, blower speed adjustments per established procedures, and other pertinent parameters. Must monitor the final tank collectors. Must be able to install shear pins on mechanical bar screens, grit collectors, primary collectors, and final collectors as required.

Must monitor chemical feed systems as per established procedures and as required. Check Ferrous Chloride, Hypochlorite, and Bisulfite feed equipment and adjust if necessary. Must monitor and respond to toxic gas monitors as per established emergency procedures. Must be able to comprehend and operate plant-wide Supervisory Control

Please be sure to indicate the position you are applying for in your cover letter and resume.



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and Data Acquisition System (SCADA), and related interfaces both hardware and software. Must be able to operate a desktop computer operator interface. Must be able to communicate all pertinent operational and mechanical status information to the relief operator, Maintenance Manager, and other Division personnel whenever appropriate.

Must remove floating material from chlorine contact tanks each shift or more frequently as need dictates.

Must keep all areas of the facility clean on each shift.

NOTE: This list of basic duties and responsibilities include most but may not comprise all the specific tasks that may have to be performed. Operators may be required to assist Maintenance Technicians.

QUALIFICATIONS:

1. Valid driver's license.
2. Must possess a High School diploma or equivalent.
3. Possess a valid Class I or higher Wastewater Plant Operator certification from the Department of Environmental Management **or...**
4. Must enroll in and successfully complete within 2 years of the date of hire: Operation of Wastewater Treatment Plants, "Volume I", A Field Study Training Program. California State University, Sacramento.
5. Complete a 90-day probationary period and at the end of the probationary or qualification period, the candidate must demonstrate sufficient knowledge and ability to perform the essential functions of the Utility Operator "C" position.
Failure to successfully complete Qualification 4 will result in disqualification from holding an Operator job and may result in termination from employment.
6. Must acquire and maintain an increased level of efficiency in the performance of the job.
7. Must adhere to the City of Mishawaka's drug and alcohol-free policy.
8. Must pass a pre-employment drug screen.

PHYSICAL REQUIREMENTS:

Must be able to stand and walk for long periods, negotiate stairs both up and down, bend, and stoop. Must be able to lift and carry a minimum of 50 pounds. Must be able to work in enclosed areas or environments, walk on metal grates, slippery surfaces, and narrow passageways. Must be able to hear and respond to alarms. Must be able to make process control decisions based on visual observations. Must wear protective footwear that meets ASTM Standard F2413-18 requirements for impact and compression resistance. Must wear appropriate personal protective equipment (PPE) as directed by management.

APPLICATION:

Resumes/applications may be submitted via email, fax, regular mail, or in person to:

Mail: Human Resources
City of Mishawaka
100 Lincolnway West
Mishawaka, Indiana 46544

Fax: (574) 254-0197

Email: humanresources@mishawaka.in.gov

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