



JOB DESCRIPTION

JOB TITLE: Assistant Water & Wastewater System Operator

DEPARTMENT: Utility

SUPERVISOR: Utility Supervisor

PREPARED BY: City of Pelham, GA

DATE: March 2021

SUMMARY

Responsible for assisting with the daily operation and maintenance of all aspects of the city's water system & wastewater Treatment Plant as assigned. Responsible for weekend operations.

ESSENTIAL DUTIES

1. Maintain the grounds and facilitates
2. Inspect equipment on a regular basis
3. Monitor operating conditions, meters, and gauges
4. Operate equipment to purify and clarify water or to process or dispose of sewage
5. Clean and maintain equipment, tanks, filter beds, and other work areas
6. Collect sewage samples
7. Record meter and gauge readings and operational data
8. Add chemicals, such as ammonia, chlorine, or fluoride, to disinfect water or other liquids
9. Document and report test results to regulatory agencies
10. Follow U.S. Environmental Protection Agency (EPA) and Georgia Environmental Protection Department regulations
11. Ensure safety standards are met
12. Perform additional duties as directed

SKILLS AND ABILITIES:

1. Certification not required. Need to demonstrate aptitude to learn about water and wastewater operations and achieve certification

2. Ability to perform duties involving prolonged standing, sitting, crouching and/or stooping
3. Ability to push, pull, and position tools, equipment, and structural material weighing in excess of 100 pounds
4. Ability to lift loads weighing up to 100 pounds
5. Ability to work on smooth or uneven surfaces and under varying climatic conditions
6. Ability to work with small components
7. Ability to operate assigned equipment and vehicles, such as tractors with bushhog mower and mini-excavator.

OTHER REQUIREMENTS:

1. Work week is Wednesday thru Sunday
2. High school diploma or equivalent
3. Possession of a valid driver's license with the State of Georgia

COMPENSATION

Job starts at \$12.00/hour. The city offers medical, dental, vision, and life insurance options, along with a lucrative retirement plan through Georgia Municipal Association

APPLYING

Submit a city application in person, by U.S. mail, or by email. Contact (229)294-7900 menu option 5 or City of Pelham, Attn Mrs. Donna Wills, 108 Hand Ave W, Pelham, GA 31779.