

EXHIBIT "D"



Human Resources Department
121 S.W. Port St. Lucie Blvd
Port St. Lucie, FL 34984-5099 www.cityofpsl.com

Water Treatment Plant Operator "A"

DEPARTMENT:	Utility Systems	
REPORTS TO:	Chief Operator	
JOB CODE:	4509	
BARGAINING UNIT:	FOPE	
FLSA STATUS:	Non-Exempt	<i>Print:</i> _____
DATE PREPARED:	02/11/2009	
DATE MODIFIED:	01/02/2025	<i>Signature:</i> _____
DATE REVIEWED:	01/02/2025	
CITY VEHICLE USAGE:	Occasional	<i>Date:</i> _____

This position is an Essential classification and will be required to report to duty before, during, and immediately after a civil emergency.

SUMMARY

Responsible for proper water treatment facility operation. Facilitates the development of public trust and confidence in the City and its Utility.

ESSENTIAL RESPONSIBILITIES

- Keeps the mission, vision, and values of the City of Port St. Lucie and Utility Systems Department at the forefront of decision making and action; builds strategic and collaborative relationships and interacts with others in a way that builds confidence and trust; provides excellent customer service by taking action to accomplish objectives, maintaining high levels of work and productivity by generating innovative solutions to work situations.
- Operate and maintain complex advanced treatment facilities with automatic control and telemetry systems.
- Operate and maintain pumps, equipment, and mechanical/automatic controls to maintain proper treatment and distribution pressures.
- Check treatment facilities routinely for proper operation and record daily meter readings.
- Check, read and change charts.
- Perform flushing (distribution).
- Take water samples for chemical, bacterial, and chlorine and water quality tests.
- Perform well checks.
- Regular and punctual attendance.
- Prepare daily and monthly reports, itemizing water pumped and electricity used.
- Prepare daily and monthly reports for submittal to regulatory agencies.
- Maintain controls, meters, and related equipment.
- Check complaints of malfunctions or low pressure.
- Perform general housekeeping.
- Perform data entry.
- Check remote pump stations and interconnects.
- Perform scheduled operational duties.
- Other duties as may be assigned.

[1] Employee Initials: _____

THIS POSITION REQUIRES SHIFT WORK, SCHEDULED/UNSCHEDULED OVERTIME, INCLUDING EVENINGS, WEEKENDS, AND HOLIDAYS, AND/OR IMMEDIATE RESPONSE TO EMERGENCY CONDITIONS.

MINIMUM REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Graduation from an accredited high school or possession of an acceptable equivalency diploma, supplemented by courses in biology and chemistry required. Class A: minimum five (5) years' experience in the operation and maintenance of water treatment plants required.

CERTIFICATES, LICENSES, REGISTRATIONS

- Possession of a valid Class A Water Treatment Plant Operator's License as issued by the State of Florida required.
- Possession of a valid Florida driver's license and maintenance of a clean driving record required.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of operation, maintenance, and repair procedures relating to water treatment, distribution, and supply facilities.
- Knowledge of the principles of bacteriology.
- Ability to understand and comply with oral and written instructions.
- Ability to read meters and charts accurately and ability to maintain records of operations.
- Ability to focus on the positive in every situation.
- Ability to model respect for individuals, teams, and the organization.
- Ability to stay centered when challenged.
- Ability to establish and maintain the trust and confidence of the department and public.
- Ability to establish and maintain effective working relationships with employees and the public.
- Ability to communicate effectively in writing and orally.
- Ability to model respect for individuals, teams, and the organization.
- Ability to work under pressure and meet deadlines.
- Ability to follow through with assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk, hear, and use hands to finger, handle, or feel. The employee is frequently required to walk and reach with hands and arms. The employee is occasionally required to stand and stoop, kneel, crouch, work in close, confined spaces, and work overhead on ladders and platforms. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus. Steel-toe or composite shoes are mandatory.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions that may be adverse and extreme (heat, humidity, cold, rain, etc.). The employee is frequently exposed to noise, dust, fumes, airborne particles, uneven surfaces, heights, and stressful situations. The employee works with hazardous power tools.

The noise level in the work environment is usually moderate to loud.



Water Treatment Plant Operator "B"

DEPARTMENT:	Utility Systems	
REPORTS TO:	Chief Operator	
JOB CODE:	4591	
BARGAINING UNIT:	FOPE	
FLSA STATUS:	Non-Exempt	<i>Print:</i> _____
DATE PREPARED:	02/11/2009	
DATE MODIFIED:	01/02/2025	<i>Signature:</i> _____
DATE REVIEWED:	01/02/2025	
CITY VEHICLE USAGE:	Occasional	<i>Date:</i> _____

This position is an Essential classification and will be required to report to duty before, and immediately after a civil emergency.

SUMMARY

Responsible for proper water treatment facility operation. Facilitates the development of public trust and confidence in the City and it's Utility.

ESSENTIAL RESPONSIBILITIES

- Keeps the mission, vision, and values of the City of Port St. Lucie and Utility Systems Department at the forefront of decision making and action; builds strategic and collaborative relationships and interacts with others in a way that builds confidence and trust; provides excellent customer service by taking action to accomplish objectives, maintaining high levels of work and productivity by generating innovative solutions to work situations.
- Operate and maintain complex advanced treatment facilities with automatic control and telemetry systems.
- Operate and maintain pumps, equipment, and mechanical/automatic controls to maintain proper treatment and distribution pressures.
- Check treatment facilities routinely for proper operation and record daily meter readings.
- Check, read and change charts.
- Perform flushing (distribution).
- Take water samples for chemical, bacterial, and chlorine and water quality tests.
- Perform well checks.
- Regular and punctual attendance.
- Prepare daily and monthly reports, itemizing water pumped and electricity used.
- Prepare daily and monthly reports for submittal to regulatory agencies.
- Maintain controls, meters, and related equipment.
- Check complaints of malfunctions or low pressure.
- Perform general housekeeping.
- Perform data entry.
- Check remote pump stations and interconnects.
- Perform scheduled operational duties.
- Other duties as may be assigned.

THIS POSITION REQUIRES SHIFT WORK, SCHEDULED/UNSCHEDULED OVERTIME, INCLUDING EVENINGS, WEEKENDS AND HOLIDAYS AND/OR IMMEDIATE RESPONSE TO EMERGENCY CONDITIONS.

MINIMUM REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Graduation from an accredited high school or possession of an acceptable equivalency diploma, supplemented by courses in biology and chemistry required. Class B: minimum three (3) years' experience in the operation and maintenance of water treatment plants required.

CERTIFICATES, LICENSES, REGISTRATIONS

- Possession of a valid Class B Water Treatment Plant Operator's License as issued by the State of Florida required.
- Possession of a valid Florida driver's license and maintenance of a clean driving record required.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of operation, maintenance, and repair procedures relating to water treatment, distribution, and supply facilities.
- Knowledge of the principles of bacteriology.
- Ability to understand and comply with oral and written instructions.
- Ability to read meters and charts accurately and ability to maintain records of operations.
- Ability to focus on the positive in every situation.
- Ability to model respect for individuals, teams, and the organization.
- Ability to stay centered when challenged.
- Ability to establish and maintain the trust and confidence of the department and public.
- Ability to establish and maintain effective working relationships with employees and the public.
- Ability to communicate effectively in writing and orally.
- Ability to model respect for individuals, teams, and the organization.
- Ability to work under pressure and meet deadlines.
- Ability to follow through with assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to sit, talk, hear, and use hands to finger, handle, or feel. The employee is frequently required to walk and reach with hands and arms. The employee is occasionally required to stand and stoop, kneel, crouch, work in close, confined spaces, and work overhead on ladders and platforms. The employee must frequently lift and/or move up to 50 pounds and occasionally lift up and/or move to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus. Steel-toe or composite shoes are mandatory.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee

[2] Employee Initials: _____

encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions that may be adverse and extreme (heat, humidity, cold, rain, etc.). The employee is frequently exposed to noise, dust, fumes, airborne particles, uneven surfaces, heights, and stressful situations.

The noise level in the work environment is usually moderate to loud.



Water Treatment Plant Operator "C"

DEPARTMENT:	Utility Systems	
REPORTS TO:	Chief Operator	
JOB CODE:	4915	
BARGAINING UNIT:	FOPE	
FLSA STATUS:	Non-Exempt	<i>Print:</i> _____
DATE PREPARED:	02/11/2009	
DATE MODIFIED:	01/02/2025	<i>Signature:</i> _____
DATE REVIEWED:	01/02/2025	
CITY VEHICLE USAGE:	Occasional	<i>Date:</i> _____

This position is an Essential classification and will be required to report to duty before, during, and immediately after a civil emergency.

SUMMARY

Responsible for proper water treatment facility operation. Facilitates the development of public trust and confidence in the City and it's Utility.

ESSENTIAL RESPONSIBILITIES

- Keeps the mission, vision, and values of the City of Port St. Lucie and Utility Systems Department at the forefront of decision making and action; builds strategic and collaborative relationships and interacts with others in a way that builds confidence and trust; provides excellent customer service by taking action to accomplish objectives, maintaining high levels of work and productivity by generating innovative solutions to work situations.
- Operate and maintain complex advanced treatment facilities with automatic control and telemetry systems.
- Operate and maintain pumps, equipment, and mechanical/automatic controls to maintain proper treatment and distribution pressures.
- Check treatment facilities routinely for proper operation and record daily meter readings.
- Check, read, and change charts.
- Perform flushing (distribution).
- Take water samples for chemical, bacterial, and chlorine and water quality tests.
- Perform well checks.
- Regular and punctual attendance.
- Prepare daily and monthly reports, itemizing water pumped, and electricity used.
- Prepare daily and monthly reports for submittal to regulatory agencies.
- Maintain controls, meters, and related equipment.
- Check complaints of malfunctions or low pressure.
- Perform general housekeeping.
- Perform data entry.
- Check remote pump stations and interconnects.
- Perform scheduled operational duties.
- Other duties as may be assigned.

THIS POSITION REQUIRES SHIFT WORK, SCHEDULED/UNSCHEDULED OVERTIME, INCLUDING EVENINGS, WEEKENDS AND HOLIDAYS AND/OR IMMEDIATE RESPONSE TO EMERGENCY CONDITIONS.

MINIMUM REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Graduation from an accredited high school or possession of an acceptable equivalency diploma, supplemented by courses in biology and chemistry required. Class C: minimum of one (1) year experience in the operation and maintenance of water treatment plants required.

CERTIFICATES, LICENSES, REGISTRATIONS

- Possession of a valid Class C Water Treatment Plant Operator's License as issued by the State of Florida required.
- Possession of a valid Florida driver's license and maintenance of a clean driving record required.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of operation, maintenance and repair procedures relating to water treatment, distribution, and supply facilities.
- Knowledge of the principles of bacteriology.
- Ability to understand and comply with oral and written instructions.
- Ability to read meters and charts accurately and ability to maintain records of operations.
- Ability to focus on the positive in every situation.
- Ability to model respect for individuals, teams, and the organization.
- Ability to stay centered when challenged.
- Ability to establish and maintain the trust and confidence of the department and public.
- Ability to establish and maintain effective working relationships with employees and the public.
- Ability to communicate effectively in writing and orally.
- Ability to model respect for individuals, teams, and the organization.
- Ability to work under pressure and meet deadlines.
- Ability to follow through with assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk, hear, and use hands to finger, handle, or feel. The employee is frequently required to walk and reach with hands and arms. The employee is occasionally required to stand and stoop, kneel, crouch, work in close, confined spaces, and work overhead on ladders and platforms. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus. Steel-toe or composite shoes are mandatory.

WORK ENVIRONMENT

[2] Employee Initials: _____

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions that may be adverse and extreme (heat, humidity, cold, rain, etc.). The employee is frequently exposed to noise, dust, fumes, airborne particles, uneven surfaces, heights, and stressful situations.

The noise level in the work environment is usually moderate to loud.



Wastewater Treatment Plant Operator "A"

DEPARTMENT: Utility Systems
REPORTS TO: Chief Operator
JOB CODE: 4509
BARGAINING UNIT: FOPE
FLSA STATUS: Non-Exempt
DATE PREPARED: 02/11/2009
DATE MODIFIED: 01/06/2023
DATE REVIEWED: 01/06/2023
CITY VEHICLE USAGE: Occasional

This position is an Essential classification and will be required to report to duty before, during, and immediately after a civil emergency.

SUMMARY

Responsible for proper wastewater treatment facility operation. Facilitates the development of public trust and confidence in the City and its Utility.

ESSENTIAL RESPONSIBILITIES

- Keeps the mission, vision and values of the City of Port St. Lucie and Utility Systems Department at the forefront of decision making and action; builds strategic and collaborative relationships and interacts with others in a way that builds confidence and trust; provides excellent customer service by taking action to accomplish objectives, maintaining high levels of work and productivity by generating innovative solutions to work situations.
- Operate and maintain complex and advanced treatment facilities with automatic control and telemetry systems.
- Operate and maintain pumps, equipment, and mechanical/automatic controls to maintain proper treatment.
- Regular and punctual attendance.
- Check treatment facilities routinely for proper operation and record daily meter readings.
- Check, read, and change charts.
- Take wastewater samples for biological, bacterial, and chemical tests.
- Run chlorine residual tests.
- Prepare daily and monthly reports for submittal to regulatory agencies.
- Check complaints of malfunctions.
- Lubricate, grease, and maintain pumps, controls, meters, and related equipment.
- Perform planned preventative maintenance and scheduled operational duties.
- Perform data entry.
- Perform general housekeeping.
- Other duties as may be assigned.

THIS POSITION REQUIRES SHIFT WORK, SCHEDULED/UNSCHEDULED OVERTIME, INCLUDING EVENINGS, WEEKENDS AND HOLIDAYS AND/OR IMMEDIATE RESPONSE TO EMERGENCY

CONDITIONS.

MINIMUM REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Graduation from an accredited high school or possession of an acceptable equivalency diploma supplemented by courses in biology and chemistry required. Minimum five (5) years' experience in the operation and maintenance of wastewater treatment plants required. Possession of a valid Class A Wastewater Treatment Plant Operator's License as issued by the State of Florida required. Possession of a valid Florida driver's license and maintenance of a clean driving record required.

KNOWLEDGE, SKILLS, & ABILITIES

- Knowledge of operation, maintenance, and repair procedures relating to wastewater treatment collection and effluent disposal facilities.
- Knowledge of the principles of biology, bacteriology, chemistry, hydraulics, and electricity.
- Knowledge of regulatory requirements relating to the operation of wastewater treatment facilities.
- Ability to work with computerized monitoring and tracking systems.
- Ability to understand and comply with oral and written instructions.
- Ability to read meters and charts accurately and ability to maintain records of operations.
- Ability to establish and maintain effective working relationships with employees and the public.
- Ability to focus on the positive in every situation.
- Ability to stay centered when challenged.
- Ability to model respect for individuals, teams, and the organization.
- Ability to establish and maintain the trust and confidence of the department and public.
- Ability to communicate effectively in writing and orally.
- Ability to work under pressure and meet deadlines.
- Ability to follow through with assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk, hear, and use hands to finger, handle, or feel. The employee is frequently required to walk and reach with hands and arms. The employee is occasionally required to work in close, confined spaces, stand and stoop, kneel, crouch or crawl, and climb stairs and platforms. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required exposed to outside weather

conditions that may be adverse and extreme (heat, humidity, cold, rain, etc.). The employee is frequently exposed to noise, dust, fumes, airborne particles, uneven surfaces, heights, and stressful situations.

The noise level in the work environment is usually moderate to loud.



Wastewater Treatment Plant Operator "B"

DEPARTMENT: Utility Systems
REPORTS TO: Chief Operator
JOB CODE: 4591
BARGAINING UNIT: FOPE
FLSA STATUS: Non-Exempt
DATE PREPARED: 02/11/2009
DATE MODIFIED: 01/06/2023
DATE REVIEWED: 01/06/2023
CITY VEHICLE USAGE: Occasional

This position is an Essential classification and is required to report to duty before, during, and immediately after a civil emergency.

SUMMARY

Responsible for proper wastewater treatment facility operation. Facilitates the development of public trust and confidence in the City and its Utility.

ESSENTIAL RESPONSIBILITIES

- Keeps the mission, vision and values of the City of Port St. Lucie and Utility Systems Department at the forefront of decision making and action; builds strategic and collaborative relationships and interacts with others in a way that builds confidence and trust; provides excellent customer service by taking action to accomplish objectives, maintaining high levels of work and productivity by generating innovative solutions to work situations.
- Operate and maintain complex advanced treatment facilities with automatic control and telemetry systems.
- Operate and maintain pumps, equipment, and mechanical/automatic controls to maintain proper treatment.
- Regular and punctual attendance.
- Check treatment facilities routinely for proper operation and record daily meter readings.
- Check, read, and change charts.
- Take wastewater samples for biological, bacterial, and chemical tests.
- Run chlorine residual tests.
- Prepare daily and monthly reports for submittal to regulatory agencies.
- Check complaints of malfunctions.
- Lubricate, grease, and maintain pumps, controls, meters, and related equipment.
- Perform planned preventative maintenance and scheduled operational duties.
- Perform data entry.
- Perform general housekeeping.
- Other duties as may be assigned.

THIS POSITION REQUIRES SHIFT WORK, SCHEDULED/UNSCHEDULED OVERTIME, INCLUDING EVENINGS, WEEKENDS AND HOLIDAYS AND/OR IMMEDIATE RESPONSE TO EMERGENCY CONDITIONS.

MINIMUM REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Graduation from an accredited high school or possession of an acceptable equivalency diploma supplemented by courses in biology and chemistry required. Minimum three (3) years' experience in the operation and maintenance of wastewater treatment plants required. Possession of a valid Class B Wastewater Treatment Plant Operator's License as issued by the State of Florida required. Possession of a valid Florida driver's license and maintenance of a clean driving record required.

KNOWLEDGE, SKILLS, & ABILITIES

- Knowledge of operation, maintenance, and repair procedures relating to wastewater treatment collection and effluent disposal facilities.
- Knowledge of the principles of biology, bacteriology, chemistry, hydraulics, and electricity.
- Knowledge of regulatory requirements relating to the operation of wastewater treatment facilities.
- Ability to work with computerized monitoring and tracking systems.
- Ability to understand and comply with oral and written instructions.
- Ability to read meters and charts accurately and ability to maintain records of operations.
- Ability to establish and maintain effective working relationships with employees and the public.
- Ability to focus on the positive in every situation.
- Ability to stay centered when challenged.
- Ability to model respect for individuals, teams, and the organization.
- Ability to establish and maintain the trust and confidence of the department and public.
- Ability to communicate effectively in writing and orally.
- Ability to work under pressure and meet deadlines.
- Ability to follow through with assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk, hear, and use hands to finger, handle, or feel. The employee is frequently required to walk and reach with hands and arms. The employee is occasionally required to work in close, confined spaces, stand, stoop, kneel, crouch, or crawl, work overhead on ladders, climb stairs and platforms. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions that may be adverse and extreme (heat, humidity, cold, rain, etc.). The employee is frequently exposed to noise, dust, fumes, airborne particles, uneven surfaces, heights, and stressful situations.

The noise level in the work environment is usually moderate to loud.



Wastewater Treatment Plant Operator "C"

DEPARTMENT: Utility Systems
REPORTS: Chief Operator
JOB CODE: 4915
BARGAINING UNIT: FOPE
FLSA STATUS: Non-Exempt
DATE PREPARED: 02/11/2009
DATE MODIFIED: 01/06/2023
DATE REVIEWED: 01/06/2023
CITY VEHICLE USAGE: Occasional

This position is an Essential classification and will be required to report to duty before, during, and immediately after a civil emergency.

SUMMARY

Responsible for proper wastewater treatment facility operation. Facilitates the development of public trust and confidence in the City and its Utility.

ESSENTIAL RESPONSIBILITIES

- Keeps the mission, vision, and values of the City of Port St. Lucie and Utility Systems Department at the forefront of decision making and action; builds strategic and collaborative relationships and interacts with others in a way that builds confidence and trust; provides excellent customer service by taking action to accomplish objectives, maintaining high levels of work and productivity by generating innovative solutions to work situations.
- Operate and maintain complex advanced treatment facilities with automatic control and telemetry systems.
- Operate and maintain pumps, equipment, and mechanical/automatic controls to maintain proper treatment.
- Regular and punctual attendance.
- Check treatment facilities routinely for proper operation and record daily meter readings.
- Check, read and change charts.
- Take wastewater samples for biological, bacterial, and chemical tests.
- Run chlorine residual tests.
- Prepare daily and monthly reports for submittal to regulatory agencies.
- Check complaints of malfunctions.
- Lubricate, grease, and maintain pumps, controls, meters, and related equipment.
- Perform planned preventative maintenance and scheduled operational duties.
- Perform data entry.
- Perform general housekeeping.
- Other duties as may be assigned.

THIS POSITION REQUIRES SHIFT WORK, SCHEDULED/UNSCHEDULED OVERTIME, INCLUDING EVENINGS, WEEKENDS AND HOLIDAYS AND/OR IMMEDIATE RESPONSE TO EMERGENCY CONDITIONS.

MINIMUM REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Graduation from an accredited high school or possession of an acceptable equivalency diploma, supplemented by courses in biology and chemistry required. Minimum of one (1) year experience in the operation and maintenance of wastewater treatment plants required. Possession of a valid Class C Wastewater Treatment Plant Operator's License as issued by the State of Florida required. Possession of a valid Florida driver's license and maintenance of a clean driving record required.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of operation, maintenance, and repair procedures relating to wastewater treatment collection and effluent disposal facilities.
- Knowledge of the principles of biology, bacteriology, chemistry, hydraulics, and electricity.
- Knowledge of regulatory requirements relating to the operation of wastewater treatment facilities.
- Ability to work with computerized monitoring and tracking systems.
- Ability to understand and comply with oral and written instructions.
- Ability to read meters and charts accurately and ability to maintain records of operations.
- Ability to establish and maintain effective working relationships with employees and the public.
- Ability to focus on the positive in every situation.
- Ability to stay centered when challenged.
- Ability to model respect for individuals, teams, and the organization.
- Ability to establish and maintain the trust and confidence of the department and public.
- Ability to communicate effectively in writing and orally.
- Ability to work under pressure and meet deadlines.
- Ability to follow through with assigned tasks.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk, hear, and use hands to finger, handle, or feel. The employee is frequently required to walk and reach with hands and arms. The employee is occasionally required to stand and stoop, kneel, and crouch, work in close, confined spaces, work overhead on ladders, and climb stairs and platforms. The employee must very frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions that may be adverse and extreme (heat, humidity, cold, rain, etc.). The employee is frequently exposed to noise, dust, fumes, airborne particles, uneven surfaces, heights, and stressful situations.

The noise level in the work environment is usually moderate to loud.