



City of Kansas City, Missouri Job Class Specification

Job Title: PLANT OPERATOR

Department: WATER

Job Code: 5422

Status: NONEXEMPT

Grade: L-6

Summary

This is skilled work in the operation and maintenance of water/wastewater treatment and pumping facilities including some responsibility for process evaluation and process control to achieve optimum performance.

Work involves learning fundamental concepts and practices used in water/wastewater treatment including equipment operation and maintenance. Progressively more responsible work is assigned as learning increases, skills are developed and State certification is obtained. Work involves responsibility for routine inspection, servicing and care of a variety of plant equipment and facilities on as assigned shift. Work is reviewed by higher level operations personnel and technical supervisors. Employees of this class may be given study assignments for completion outside regular working hours.

Assignments are received in written or oral form from a higher level operator who makes regular inspections to ensure proper operations are maintained.

Duties and Responsibilities

- Participates in various forms of training, such as classroom instruction, one-on-one tutoring, workshops, video/cassette tape study programs, home correspondence courses and on-the-job training.
- Inspects treatment facilities and pumping stations on designated routes to take readings, check equipment, pump scum pits, observe unit process performance and report unusual conditions.
- Operates equipment used in treatment and pumping operations.
- Operates sludge processing equipment such as sludge pumps, valves, dewatering equipment and incinerators.
- Operates various types of chemical unloading, handling, mixing and feeding equipment.
- Collects samples and performs routine tests such as pH, temperature, dissolved oxygen, settleability, percent solids, percent moisture, microscopic examinations, turbidity, alkalinity, hardness and chlorine residual.
- Operates line valves for in-plant water service and distribution systems, pump station header systems and filtration galleries.
- Performs well drawdown tests.
- Records readings and various plant data on standard forms and in computer programs. Maintains accurate operating records and log books on activities and plant data.
- Performs routine plant maintenance such as lubrication, preventive maintenance, minor repairs and general cleanup/housekeeping.

Duties and Responsibilities
(continued)

- Troubleshoots problems with equipment and processes. Reports unusual conditions in plant processes or equipment.
- Prepares samples for transport to the departmental laboratory.
- Uses computer for monitoring and operation of various equipment and processes such as filtration, pumping and sludge incineration, as well as routine data entry and remote monitoring of facilities.
- Operates line valves for in-plant water service system, pump station header systems and filter galleries.
- Assists in the training of new Plant Operators.
- Performs related duties as required.

Technical Skills

- Must demonstrate knowledge of the operating principles and theories of the treatment facilities assigned; proper operation and maintenance of plant equipment and sampling and testing equipment assigned.
- Must demonstrate working knowledge of records maintenance practices for plant operations and maintenance; safe work practices required for all equipment, chemicals and facilities to which assigned.
- Must demonstrate ability to maintain plant operations within established standards; maintain detailed operation records; understand, follow and transmit oral and written instructions.
- Must demonstrate considerable knowledge of the use of computer terminals to record plant data and to monitor equipment and processes.

Education and Experience

High school graduation.

**Certificates/
Licenses/Special
Requirements**

- Six months after date of hire, must obtain D-level operator certification in water/wastewater issued by Missouri Department of Natural Resources.
- Three years after date of hire, must obtain C-level operator certification in water/wastewater issued by Missouri Department of Natural Resources.
- Must pass a physical examination as prescribed by the City.
- Must pass a background check as prescribed by the City.
- Will be required to pass a preemployment drug screen.
- Must possess a valid State –issued driver's license in accordance with the City of KCMO policies.

**Supervisory
Responsibility**

None

**Supervision
Received**

Work is performed under general supervision.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created	9/06
Revised	1/08, 4/11, 8/2022, 02/2023