



City of Kansas City, Missouri Job Class Specification

Job Title:	CHIEF PLANT OPERATOR	Department:	WATER
Job Code: 5427	Status: NONEXEMPT	Grade:	NE-8

Summary This is technical, supervisory work in directing an assigned shift in the operation of water/wastewater treatment facilities.

Work involves responsibility for the safe and efficient operation and maintenance of major treatment facilities and multiple pumping stations throughout the city. Work requires technical knowledge and the use of considerable independent judgment in directing operations and resolving problems. Work is subject to general policy direction by a technical, administrative superior and is subject to review by conferences and analysis of operating reports.

Duties and Responsibilities

- Supervises and participates in the operation of one or more major treatment facilities and multiple pumping stations including flood pumping stations.
- Establishes operating procedures on an assigned shift for the efficient operation of water/wastewater treatment facilities.
- Supervises and participates in troubleshooting problems with processes and equipment.
- Ensures proper priority is assigned to repair work by maintenance crews.
- Ensures that operational records are accurate, complete, and up-to-date.
- Ensures that sample collection and handling is performed in accordance with NPDES permit requirements and sound scientific practices.
- Trains plant operators and develops specific plans for career development of employees under their supervision.
- Provides safety training and ensures that safe work practices are strictly adhered to.
- Interviews candidates for hire or promotion.
- Enforces city policies and work rules.
- Performs related duties as required.

Technical Skills

Thorough knowledge of:

The operational principles and practices of the treatment facilities to which assigned.

All work hazards and safe work practices required for operations personnel.

The operation and maintenance requirements of plant equipment, and various sampling, testing and measuring equipment used by operations personnel.

Proper sample collection and handling procedures.

All applicable federal and state regulations for the facilities to which assigned.

Records maintenance practices for plant operations and maintenance.

Considerable knowledge of:

Pump station operation and maintenance (all types).

Laboratory analysis procedures and interpretation of results.

Emergency procedures for injuries, power outages, equipment failures, flooding, etc.

Working knowledge of:

Supervision principles and techniques.

Personnel Rules and Regulations and the Memorandum of Understanding.

General purchasing procedures.

Some knowledge of:

Budget preparation and expenditure controls.

Ability to:

Organize, supervise, and evaluate the work of plant operators.

Establish and maintain effective working relationships with employees, other supervisors, city officials, and the general public.

Make sound decisions concerning the priorities of both operations and maintenance work.

Diagnose problems and develop solutions.

Stay calm and lead others during times of crisis.

Train others in the operation of water/wastewater facilities.

Keep records and prepare clear, concise reports.

High school graduation and one (1) year experience at the level of Senior Plant Operator.

Education and Experience

Certificates/ Licenses/Special Requirements

- Must possess a valid State –issued driver’s license in accordance with the City of KCMO policies.
- Possession of an A-level operator certification in water/wastewater issued by the Missouri Department of Natural Resources.
- Will be required to pass a preemployment drug screen.
- Must pass a background check as prescribed by the City.
- Must pass a physical examination as prescribed by the City.
- Will be required to pass a preemployment drug screen.

Supervisory Responsibility

Supervision is exercised over assigned personnel.

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

Revised

4/73, 10/92, 5/95, 9/06, 12/21, 8/2022, 01/2024