



CITY OF DECATUR
invites applications for the position of:

Water Plant Operator III

SALARY: \$23.43 - \$29.02 Hourly

DEPARTMENT: Public Works - Union

DIVISION: Water Production - Union

OPENING DATE: 06/25/19

CLOSING DATE: 07/09/19 11:59 PM

JOB SUMMARY:

The Civil Service Commission of the City of Decatur will conduct an examination and establish an eligible register for the above classification. There is currently one position available in the Public Works Department, Water Production Division. This position is at the South Water Treatment Plant, and candidates **MUST BE AVAILABLE TO WORK ANY SHIFT**. Persons passing all phases of the selection process will be placed on a Civil Service eligible register which will be used for a period of two years or until exhausted. Selection of candidates will be made according to the Civil Service law for cities, as modified by the City Code of the City of Decatur, Illinois.

NATURE OF WORK

This is skilled work in water treatment testing and water treatment plant operation on an assigned shift. Work involves responsibility for operational control of water treatment and pumping processes, and water testing on an assigned shift. Duties include being the lead person in the direction of subordinate operator(s)' work; controlling proper water treatment and pumping rates; and performing standard chemical testing of water. Incidental maintenance is performed in the cleaning of premises and equipment. Work is performed under the supervision of the Chief Water Plant Operator and the Water Production Operations Supervisor, and is reviewed through plant and operational inspections, discussions on operating problems, records maintained and through the observation of results obtained.

MAJOR DUTIES:

EXAMPLES OF WORK

1. Makes periodic rounds of plant, checking charts and meters; instructs subordinate operators on, or makes adjustments to, equipment after interpreting readings from meters and other measuring devices.
2. Regulates electric motors and pumps to adjust proper water flow and pumpage.
3. Performs testing of water samples; makes standard chemical tests to ascertain hardness, magnesium content, turbidity, chlorine and residual chlorine content; records test results; adds lime, aluminum sulfate, carbon, chlorine and other chemicals as may be indicated by tests and according to operating practice.
4. Records amounts and types of chemicals added to water; tests for alkalinity, nitrate, chlorine dioxide and other parameters of finished water; tests samples for bacterial count.
5. Washes filters, checks on and records filter pumpage rates; makes adjustments as required; records losses and filtering rates of filters.
6. Maintains operational records on equipment operation; inspects water treatment equipment and machines for proper operation and regulates feeding; fills machines with chemicals; changes chlorine tanks; checks equipment for correct oil and lubrication levels; adds lubricants.
7. Performs related work and other duties as assigned.

KNOWLEDGE & SKILLS:

ESSENTIAL KNOWLEDGE, ABILITIES AND SKILLS

1. Knowledge of water treatment plant operations and processes involving pumping, filtering and treatment.
2. Knowledge of standard water treatment tests and test procedures.
3. Knowledge of the occupational hazards and safety precautions necessary in the operation of water treatment plant equipment.
4. Knowledge of general computer skills, spreadsheets (e.g., Excel).
5. Ability to read gauges and meters correctly and to act quickly and independently in operational emergencies.
6. Ability to instruct subordinates in water testing and plant operations.
7. Ability to follow general oral and written instructions.
8. Ability to prepare and maintain standard operating records.
9. Ability to use standard mechanical work tools in making emergency plant repairs and adjustments to operating motorized and feeder equipment.

DESIRED TRAINING AND EXPERIENCE:

Graduation from high school, supplemented by the successful completion of water plant operator short courses; two years experience as a Water Plant Operator I; or any equivalent combination of training and experience.

NECESSARY SPECIAL QUALIFICATIONS:

Candidate must be able to obtain a valid Class "A" Public Water Supply Operator Certificate within two (2) years of hire and must maintain respirator certification. Candidates must also possess a class D Illinois driver's license.

SUPPLEMENTAL INFORMATION:**EXAMINATION PROCESS**

- 1) **Written Examination.** All applicants must take a written examination. The passing criteria for the written examination is 70.00%.
- 2) **Oral Interview.** All applicants passing the written test must pass an oral interview with a score of at least 70.00%.
- 3) **Veteran Points.** Upon compilation of the eligible register, persons eligible for military preference will be afforded the opportunity to request the addition of veteran preference points to their final score in accordance with the rules and regulations of the Civil Service Commission.
- 4) **Physical Examination.** Applicants placed on the eligible register must pass a physical examination which includes a drug screen by a physician of the Commission's choice immediately prior to appointment.

PROBATIONARY PERIOD

Persons appointed to the position of Water Plant Operator III will serve a probationary period of six months.

RESIDENCY

AFSCME employees hired after June 5, 2017 shall be required to reside within the corporate limits of the City of Decatur for the first five (5) years of employment, and within the corporate limits of Macon County or within fifteen (15) miles of the corporate limits of the City of Decatur thereafter. Upon original appointment, an appointee may reside outside said limits but shall be required as a condition of continued employment to comply with said residency requirement no later than ninety (90) days after the completion of said appointee's 6-month probationary period