

CLASS SPECIFICATION FOR  
**Utility Plant Operator II**

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**GENERAL STATEMENT OF DUTIES:** Performs skilled and specialized work as a certified operator of sewage lift stations, treatment plants, water pumping stations or wells; does related work as required.

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this class, having received certification as a wastewater or waterworks operator, operates various types of power- driven pumps, air compressors, vacuum filters and digestion tanks. The employee is responsible for the continuous operation and maintenance of the lift stations and treatment plants. Work is performed under the direction of a Utility Superintendent I or II, but the incumbent must exercise independent judgment as supervision is not always available; however, the work is normally carried out by following well- established procedures. As a State licensed operator, the incumbent must maintain operation of the station within permit requirements, collect samples, maintain records and sign reports that are sent to State agencies. This class is distinguished from the Utility Plant Operator I by the level of responsibility, skill, independence of action, difficulty of assignments, and incumbent's possession of the certification.

**EXAMPLES OF WORK** (illustrative only):

- Makes regular tours of inspection of lift stations, treatment plants, water pumping stations or wells in assigned area to ascertain that all are operating properly;
- Operates pumps, valves, compressors and other machinery as necessary to perform assigned operations;
- Washes wet wells;
- Reads meters, gauges and thermometers and keeps records on forms provided;
- Collects and stores samples and runs pH tests daily;
- Starts and stops and makes repairs to pumps, motors, and equipment;
- Replaces chlorine cylinders and regulates the flow of chlorine;
- Supervises the work of subordinate employees and instructs them in their duties;
- Keeps records and makes reports;
- Cleans bar screens of accumulation of debris;
- Supervises Laborers who are assigned to assist;
- Supervises and trains Utility Plant Operators I;
- Performs related work as assigned.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of the functions and mechanics of pumps and other mechanical equipment; knowledge of proper methods of oiling removable mechanical parts; ability to keeping building and machinery clean; ability to check the operation of equipment and to detect flows or defects in operation; ability to understand oral and written instructions; ability to take accurate readings, to keep routine records and to make accurate reports; physical condition that will permit activities including, but not limited to, heavy lifting, pushing, stooping, crawling, climbing ladders, driving and working under adverse temperature and/or weather conditions.

**MINIMUM EDUCATION AND EXPERIENCE:** Graduation from high school plus six (6) months of experience as a wastewater or waterworks operator and State certification as a wastewater or waterworks operator; OR, any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

**ADDITIONAL REQUIREMENTS:** Possession of a valid driver's license issued by the State of Virginia. Possession of a valid water sewage operator's license and/or a valid waterworks operator's license issued by the State of Virginia. May require a pre-employment physical examination and/or medical tests administered by Henrico County Employee Health Services, the components of which are based on and appropriate to the specific sensory demands and/or hazards of the given position.