

*CLASS SPECIFICATION FOR*  
**Water/Wastewater Plant Operator I**

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**GENERAL STATEMENT OF DUTIES:** Performs skilled work of moderate difficulty in the operation of the water or wastewater treatment plant; does related work as required.

**DISTINGUISHING FEATURES OF THE CLASS:** The employee in this class operates the various components of the water or wastewater plant on an assigned shift. Work is performed independently with questions or problems referred to a supervisor. Work is performed under the supervision of the Chief Water/Wastewater Plant Operator.

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

- Monitors gauges, meters and control panels and observes variations in operating conditions to determine processing requirements;
- Operates valves and gates; starts and stops plant equipment to control and adjust treatment process;
- Periodically makes routine inspections of plant process and equipment for proper operation;
- Collects samples for process control;
- Mixes chemicals for processing;
- Sets chemical feeds to provide proper chemical level;
- Performs routine equipment maintenance;
- Keeps records;
- Performs related work as assigned.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of water or wastewater plant operation and maintenance; knowledge of math and science applicable to water or wastewater plant operation; ability to accurately read meters and gauges; ability to keep accurate records; ability to carry out complex oral and written procedures; ability to work independently; physical condition that will permit activities including but not limited to lifting, stooping, climbing stairs and ladders, working under adverse temperature and/or weather conditions, and exposure to water treatment chemicals.

**MINIMUM EDUCATION AND EXPERIENCE:** Graduation from high school and two (2) years of water or wastewater plant operation experience; OR, any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

**ADDITIONAL REQUIREMENTS:** Possession of a Class IV Water or Wastewater Works Operator's License. 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 physical hazards of the assigned position. The successful candidate will have no felony convictions, including any convictions related to weapons or violence issues, in accordance with State Code.