



**Pay Range:
\$17 - \$22/hr.
DOE**

FIND YOUR NEW CAREER AS A
WASTEWATER TREATMENT PLANT OPERATOR
TOWN OF WAYNESVILLE
WASTEWATER TREATMENT PLANT
SALARY RANGE: \$17.00 - \$22.00/HR. DOE

APPLY TODAY: [ONLINE APPLICATION](#)
(828) 452-2491
WWW.WAYNESVILLENC.GOV/JOBS
16 SOUTH MAIN STREET, WAYNESVILLE, NC



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Today**





The Town of Waynesville, NC

JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Part-Time Treatment Plant Operator

Department:	Public Works – Sustainability Division
Reports To:	Treatment Plant Superintendent
Pay Range:	\$17.00 – \$22.00 per hour DOE
FLSA Status:	Non-Exempt
Work Environment:	Primarily performed in a treatment plant setting with periodic field duties and office-based reporting. The facility is operational 24/365.

Position Summary

The Part-Time Operator performs skilled operation, routine monitoring, and maintenance of the assigned water or wastewater treatment plant to ensure safe, reliable, and compliant production, working under the guidance of a supervisor.

Essential Duties and Responsibilities

The successful individual must be able to satisfactorily perform the following duties:

- Operate and monitor treatment processes via SCADA and field checks (e.g., coagulation/flocculation, sedimentation, filtration, disinfection, chemical feed).
- Perform jar tests and routine lab analyses; record results and make operational adjustments within defined parameters or in consultation with supervisors.
- Inspect equipment and processes to determine efficiency of operations and maintenance requirements.
- Regulate and adjust motors, pumps, compressors, blowers, valves, and other apparatus to meet changing operating conditions.

- Perform routine and scheduled maintenance; assist with major maintenance and repairs; document work in CMMS/work records.
- Maintain complete, accurate records including operator logs and routine operational data.
- Follow all safety and security procedures, including chemical handling, chlorine safety, and facility security.
- Respond to alarms or unusual operating problems and notify a supervisor.
- Perform general clerical work and attend training as required.

REQUIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- High school diploma or GED required.
- Formal training, special courses, or self-education in chemistry, biology, or a closely related field is preferred.
- Relevant experience in the operation and maintenance of machinery and equipment, preferable in a water or wastewater treatment plant, is preferred.

Licenses and Certifications:

- Must possess a relevant NC Surface Water Treatment Operator License or Wastewater Treatment Operator certification (dependent upon work assignment) as a condition of employment.
- Must possess a valid driver's license.

Skills and Competencies:

- Working knowledge of water/wastewater treatment processes, regulatory requirements, and basic mechanical systems.
- Accurate documentation and data entry with strong attention to detail.
- Troubleshooting and problem-solving under time constraints.
- Consistent adherence to Standard Operating Procedures (SOPs) and safety requirements.

AMERICANS WITH DISABILITIES ACT REQUIREMENTS

- **Physical and Dexterity Requirements:** Must be able to lift and carry up to 50 lbs., climb stairs, and access equipment platforms. The work involves heavy exertion on a recurring basis, as well as climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, and repetitive motion.
- **Environmental Hazards:** The job may involve risk of exposure to extreme heat/cold, noise, moving machinery, electrical shock, heights, toxic/caustic chemicals, and confined spaces.
- **Sensory Requirements:** The job requires normal visual acuity, depth perception and field of vision, hearing and speaking abilities, color perception, odor perception.

- **Data Involvement:** Requires summarizing, tabulating, or formatting data or information in accordance with a prescribed schema or plan to facilitate the identification and extraction of useful information.
- **People Involvement:** Requires speaking or signaling to people to convey or exchange information of a general nature.
- **Involvement with Things:** Requires leading, operating or repairing complex machinery or equipment that requires extended training and experience, such as water / wastewater plant equipment, or the application of complex software or systems; may involve installation and testing. Involves operations of limited scope.
- **Cognitive Requirements:** Requires performing skilled work involving rules/systems with almost constant problem-solving. Requires using addition and subtraction, multiplication, and division, and/or calculating ratios, rates and percentages. Requires reading routine sentences, instructions, regulations, procedures, or work orders; writing routine sentences and completing routine job forms and incident reports; speaking routine sentences using proper grammar. Requires doing clerical, manual, or technical tasks prescribed by standard practices, but which may require computation, the use of several procedures, and the use of independent judgments with obvious choices; requires normal attention for accurate results.
- **Judgements and Decisions:** Requires very few decisions affecting only the individual; works in a very stable environment with clear and uncomplicated written/oral instructions.

ADA COMPLIANCE

The Town of Waynesville is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodation to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

The Town of Waynesville has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Apply online at: <https://www.surveymonkey.com/r/townofwaynesvilleapplication>

Interested applicants may submit an application to:

**Town of Waynesville,
Brittany Angel, HR Coordinator
Human Resources Department
16 S. Main Street
Waynesville, NC 28786
Or via email to bangel@waynesvillenc.gov**

Applications will be accepted until filled

