



"The Public Works Department is committed to providing quality, cost-effective, customer-oriented municipal services that enhance the quality of life for the citizens of Waynesville."

WAYNESVILLE PUBLIC WORKS DEPARTMENT IS RECRUITING FOR

WASTEWATER TREATMENT PLANT OPERATOR



Currently accepting
applications.
Location:
16 South Main Street
Waynesville, NC
28786

More Information:

WWW.WAYNESVILLENC.GOV

Salary Range:

\$34,085.09 - \$54,536.15 DOE

5% SALARY INCREASE

AFTER PROBATION*

***MUST ACHIEVE STATE
LICENSING REQUIREMENTS**

APPLY IN PERSON OR ONLINE

WWW.WAYNESVILLENC.GOV/DEPARTMENTS/HUMAN-RESOURCES/CURRENT-VACANCIES

CALL CHARLES DILLS FOR MORE INFORMATION: 828-452-4685 OR 828-479-2850

CLASS TITLE: WASTEWATER TREATMENT PLANT OPERATOR

Job Posting

Date: 11/07/2025

From: Public Works Department

Position: Wastewater Treatment Plant Operator

Hours: Swing Shift

Week 1: M – Th 3pm to 11pm; F 10am – 6pm; Sa-Su 6am -6pm

Week 2: Off M-W; Th-F; 7am – 3pm; Off Sat & Sun

Salary: \$34,085.09 - \$54,536.15 DOE with a 5% Salary increase following a 6-month successful probation period.

DESCRIPTION OF JOB DUTIES

The purpose of the class is to perform responsible technical, laboratory and maintenance work in the daily operation of an assigned wastewater treatment plant; to prepare and maintain required records and reports, and to perform related work as required. This class works according to some procedures but decides how or when to do things; work is reviewed regularly by supervisor.

ESSENTIAL TASKS

The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

Performs daily wastewater treatment plant operations, maintenance and laboratory analysis, performing all work in accordance with applicable policies, procedures, laws, regulations, and standards of quality and safety.

Inspects equipment and processes to determine efficiency of operations, maintenance requirements, and cleanliness.

Records data from various meters, gauges and dials; logs daily, weekly and monthly operational data.

Regulates and adjusts motors, pumps, compressors, grinders, blowers, valves and other apparatus to meet changing operating conditions.

Notifies supervisor of unusual operating problems.

Performs general preventive and scheduled maintenance; assists with major maintenance and repairs.

Performs routine building and grounds maintenance, including mowing and cleaning.

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Prepares and maintains accurate and complete work records.

Performs general clerical work as required, including preparing records and reports, completing forms, copying and filing documents, entering and retrieving computer data, answering the telephone, etc.

Attends meetings, training, seminars, etc., as appropriate to enhance job knowledge and skills.

Serves on call 24 hours per day to ensure uninterrupted service for customers.

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.

REASONING REQUIREMENTS:

Requires performing skilled work involving rules/systems with almost constant problem-solving.

MATHEMATICAL REQUIREMENTS:

Requires using addition and subtraction, multiplication and division, and/or calculating ratios, rates and percentages.

LANGUAGE REQUIREMENTS:

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.

MENTAL REQUIREMENTS:

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.

VOCATIONAL/EDUCATIONAL PREPARATION:

Requires high school diploma or GED equivalent supplemented by formal training, special courses or self-education that is equivalent to satisfactory completion of one year of college education or specialized advanced training in chemistry, biology or a closely related field.

SPECIAL CERTIFICATIONS AND LICENSES:

Must possess a valid NC Driver's License.

Must possess a valid CDL-B, or the ability to obtain within 6 months of employment to maintain employment.

Must possess or obtain North Carolina Level I Wastewater Treatment Operator certification within 12 months of employment to maintain employment.

EXPERIENCE REQUIREMENTS:

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Requires over one year and up to and including two years of experience in the operation and maintenance of machinery and equipment, preferably in a water or wastewater treatment plant.

AMERICANS WITH DISABILITIES ACT REQUIREMENTS

PHYSICAL AND DEXTERITY REQUIREMENTS:

Requires heavy work that involves exerting between 35 to 50 pounds of force on a recurring basis and 100 pounds of force on a frequent basis. Must be able to perform basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping and repetitive motion.

ENVIRONMENTAL HAZARDS:

The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, vibration, fumes and/or noxious odors, moving machinery, electrical shock, heights, toxic/caustic chemicals, disease / pathogens, confined spaces.

SENSORY REQUIREMENTS:

The job requires normal visual acuity, depth perception and field of vision, hearing and speaking abilities, color perception, odor perception.

JUDGMENTS AND DECISIONS:

Requires very few decisions affecting only the individual; works in a very stable environment with clear and uncomplicated written/oral instructions.

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

To apply online: <https://www.surveymonkey.com/r/townofwaynesvilleapplication>



Scan the QR Code to apply today

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