



EMPLOYMENT APPLICATION

P.O Box 1469 Tuba City AZ 86045

(928) 853-1864

We are an Equal Opportunity Employer committed to excellence through diversity. This application must be completed in full to be considered. In addition, you may attach a resume along with your completed application.

Wastewater Treatment Plant Operator Job Description

Work Schedule: Full Time / Permanent Starting at
\$22,880 - \$33,822 per year

General Statement of Responsibilities:

The primary purpose of this position is to operate, inspect, and maintain wastewater treatment plant, equipment and systems. Perform sampling and testing of wastewater at different stages of treatment following parameters set by the Hopi Tribal EPA and Federal EPA Region 9. Work is performed with considerable independence under the direction of the Utility Operations Manager. Performance is subject to review through reports and results achieved.

Reporting Relationship:

Supervision received: Operator's work under the supervision and guidance of the Utility Operations Manager and under the general guidance and direction of the Moenkopi Utility Authority (MI-JA) Board of Directors.

Essential Duties and Responsibilities:

Thorough knowledge of tertiary treatment processes normally associated with wastewater treatment facilities.
Perform sampling, monitoring and testing required to maintain compliance with regulations governing the wastewater treatment process.
Assist with the installation and inspection of new sewer lines and services.

Perform the installation, maintenance and repair of the physical plant and pump stations and all of their components.

Assist in the performance of regular and unscheduled maintenance and repairs on all plant equipment and machinery.

On call to respond to emergencies and breakdowns at the plant and pump stations including weekend checks of the treatment plant on a rotating basis.

Perform all work in conformance to Occupational Safety and Health Act regulations.

Maintain open communications with the Utility Operations Manager regarding the treatment process and pump stations operation and malfunctions, as well as make recommendations for repairs and improvements to these systems.

Perform daily checks of the wastewater treatment process and periodic checks of pump stations.

Have knowledge of the operation, methods and procedures of a wastewater treatment plant.
Have knowledge of mechanical equipment and the ability to diagnose and correct equipment malfunction.

Have knowledge of basic machinery preventive maintenance and repair.

Have a basic knowledge of Federal rules governing wastewater discharges and worker's safety.
Have the ability to work with independence and to make routine decisions on the operation of the plant processes and equipment during the Utility Operations Manager's absence.

Will assist with ALL Moenkopi Utility Authority activities and operations professionally reflecting the MUA Inc., philosophy and management objectives.

Implements goals, objectives, policies and procedures approved by the MUA board for operations and maintenance of the wastewater treatment facility.

Prepares a variety of activity and operational reports required by the MUA Board.
Attends various meetings and remains informed of changes on regulations relating to plant operations; provide input and comment at meetings of the MUA Board.

Reads, understands and applies information pertaining to microbiological wastewater treatment to control effluent quality to conform to the Nation Pollution Discharge Elimination Permit (NPDES) requirements.

Reads, understands and applies information pertaining to the proper and safe operation of the sequencing batch reactor wastewater treatment plant equipment including O&M manuals, technical manuals and diagrams/schematics.

Reads, understands and applies information pertaining to practices and techniques of wastewater collection system and Ultraviolet disinfection.

Prepares NPDES federal permit DMR report forms quarterly.
Training and Experience Required:

Hold a high school diploma or G.E.D. certificate.

Have adequate experience in operating a wastewater treatment facility.
Have adequate experience plumbing, general electrical knowledge and general computer skills.

Necessary Special Requirements:

Must possess or will achieve within the probationary period a Wastewater Treatment Plant Operator's Grade I license(s) in Collections and Treatment AND achieve other applicable required training.
Must be able to read and detect/differentiate colors.

PHYSICAL EFFORT:

Considerable walking, standing on concrete floors, and climbing stairways and ladders. Light to moderate physical effort is necessary to turn valves and controls.

Frequently lift and carry items weighing up to 50 pounds.

May be required to lift and cart objects in excess of fifty (50) pounds.

Works in tight or confined places and climbs ladders.

WORKING CONDITIONS:

Works indoors and outdoors in all weather conditions.

Works with poisonous chemicals such as chlorine gas, acids, reagents and caustic chemicals, which could cause serious injuries.

There is exposure to continual noise from operation of machinery, danger from electrical shock, and falls while working on tanks.

Required to wear safety toe shoes and other protective clothing and equipment on the job.