



TOWN OF SANTEE

194 Municipal Way (P.O. Box 1220) | Santee, SC 29142 | *Ph:* 803.854.2152 | *Website:* www.townofsantee-sc.org

Position: Water/Wastewater Operator D or Higher (Non-Exempt)

Position Category: Utility Department

Position Hours: Full time, 7.5 hours per day, Occasional Weekends Overtime

Essential Functions:

- Operates water reclamation facility: monitors plant operations and processes; checks system components; identifies any problems and makes necessary adjustments; ensures continuous and effective operation; and maintains compliance with applicable local, state and federal regulations, standards and guidelines.
- Monitors chemical feeds and distribution, flow rates, and related treatment processes maintains appropriate chemical levels; adjust system controls; add, adjusts and replaces chemicals in the plant's system and components; and maintain related documentation.
- Read meters, gauges and dials: records readings, chemical levels, wastewater properties and statistical data; and prepares and maintains a variety of logs, records and reports including flowcharts, production reports and operation log.
- Collects and tests water samples: performs all necessary qualitative and quantitative laboratory tests; perform quality control testing; analyzes test results; determines need for treatment process changes; maintains records of findings and sample characteristics; calibrates test equipment; and cleans and maintains laboratory equipment.
- Inspects plant systems, facilities and equipment: performs preventive maintenances and repair on plant equipment, gauges, meters and related systems; changes filters beds and other parts; oils and adjusts pump; check and fills storage tanks and feeders; cleans equipment; flushes system; makes minor electrical and/or plumbing repairs as needed; performs ground keeping and maintenance activities on utility system property; maintains related documentation; and report any problems or need for equipment repair.
- Prepares or completes plant records, logs, checklists, and other documents as required by local, state, and federal rules and regulations; records and reports process changes, equipment failures, services requests, work orders, and other details; and forwards, retain, or files, as appropriate.
- Performs a variety of installations, maintenance and repairs to water mains, service lines, sewer lines, lift station, and related components as needed: receives work orders for needed services; unclogs line; flushes hydrants, regulates flow of distribution lines; install news services for residential and business customers; marks lines; installs and read meters.

Qualifications:

- High school diploma or GED required.
- No experience needed but must be willing to work hard and obtain D or better license within a year of employment. Water/Wastewater experience and/or training is a plus.
- Must possess and maintain South Carolina Driver's License (Class D).

Performance Aptitudes:

- **Data Utilization:** Requires the ability to determine, calculate, tabulate, or summarize data/information. Includes performing subsequent actions in relation to these computational operations.
- **Human Interaction:** Require the ability to exchange information for the purpose of clarifying details within well-established policies; procedures and standards.
- **Equipment, Machinery, Tool, and Materials Utilization:** Requires the ability to operate and control the actions of equipment, machinery, tools, and/or materials required complex and/or rapid adjustments.
- **Verbal Aptitude:** Requires the ability to utilize a wide variety of reference and descriptive data and information.
- **Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, and ratios; may includes ability to calculate surface areas, volumes, weights, and measures.
- **Functional Reasoning:** Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routines standardized work with some latitude for independent judgement concerning choices of action.
- **Situational Reasoning:** Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA Compliance:

- **Physical Ability:** Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).
- **Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odors, and visual cues or signals. Some tasks require the ability to communicate orally.
- **Environmental Factors:** Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, toxic agents, disease, or pathogenic substances.

Salary

\$30,000 - \$40,000 (hourly employee) annually depending on experience and certification, plus benefits.

How to apply:

Interested individuals may submit a signed job application to the Town of Santee. You may attach a cover letter and/or resume. Contact Willia Wright at wwright@townofsantee-sc.org or 803.854.2152 for questions and information.

Deadline:

October 21, 2024

The Town of Santee is an Equal Opportunity Employer.