



CHEROKEE METROPOLITAN DISTRICT

Job Title: Wastewater Operator
Posting: 2024-10
Salary Range: \$23.00 - \$40.94

Internal & External Job Posting
Open Date: September 16, 2024
Close Date: UNTIL FILLED

General Purpose

The Wastewater Operator reports to the Wastewater Supervisor/ORC. Perform unskilled and semi-skilled duties in the operation, sample collection, laboratory analysis, and maintenance of the water reclamation facility and of the collections system. This position must work well, independently, in group setting/peers and with the public, while providing excellent, respectful customer service and human relations skills, which support the Cherokee Metropolitan Districts' mission and values.

Essential Duties and Responsibilities

- Operates Water Reclamation Facility and Related Facilities including:
 - Operates facility to ensure compliance with state and federal regulations, the district's operating plan, and local policies and standards.
Monitors effectiveness and efficiency of treatment processes. Makes recommendations for modifications based on facility performance. Modifies treatment parameters under delegation from the Operator in Responsible Charge as required.
Maintains required documentation, transmits to State and Federal entities as applicable.
Communicates changes in operating conditions and facility performance in accordance with established policies and procedures.
Monitors/orders inventory of various chemicals, materials, equipment, and supplies required for treatment, and communicates order status to relevant staff.
Maintains knowledge of industry best practices, regulations, and standards.
Responds to collections and water reclamation facility related emergencies.
- Maintains Water Reclamation Facility and Related Facilities including:
 - Troubleshoots, maintains, and assists with maintenance of a variety of industrial equipment including pumps, motors, centrifuges, blowers, valves, and other mechanical and electrical devices at either the pump stations or the water reclamation facility.
Maintains facilities, including but not limited to, painting, plumbing, carpentry, landscaping, and general housekeeping.
Makes recommendations on capital maintenance and capital construction projects.
May oversee contractors commensurate with level of experience.
- Monitors Water Quality including:
 - Conducts monitoring and sampling at the facility, in waterways, and in the collection system.
Performs and documents laboratory analysis in accordance with state and federal



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requirements, and District policies, procedures, and standards. Coordinates analysis by independent laboratories as needed.
Maintains and calibrates laboratory equipment.

Other Duties and Responsibilities

- Takes proper safety precautions, anticipates unsafe conditions, acts accordingly to prevent accidents, including:
 - Responsible for the safety of self, others, materials, equipment, assigned facilities, and the public.
Uses all required safety equipment
Supports a positive safety culture for the facility
- Serves as primary operator on a rotating basis, and as assigned.
- Willingness to learn the I & C (Instrument and Controls) aspect of operations and SCADA programming
- Understand written documents such as: Safety Data Sheets, Operations and Maintenance Manual of the Facility, Colorado Regulations 100, Regulation 31 and 22, the discharge permit, and other industry regulations.
- On Call Rotations, including weekends and holidays to support 365-day operations.
- Must be willing to work overtime, holidays, and weekends.
- Technical support of other District Departments.

Knowledge, Ability, Skills

Knowledge of:

Working knowledge of the operation of a water reclamation facility; preferably an MBR treatment process; Reverse Osmosis treatment, collections system maintenance (combo truck and camera van), and industrial pretreatment. Thorough knowledge of chemistry, microbiology, laboratory testing procedures, and process control related mathematical calculations; experience with Supervisory Control and Data Acquisition systems (SCADA); computerized maintenance management software (CMMS – Utility Cloud); Microsoft Word, Excel, and other Microsoft programs, as well as general database reporting.

Ability to:

Learn and apply department policies and procedures; make appropriate decisions in an industrial setting; adapt to change; be a member of a team; deal with conflict effectively; exhibit patience and composure in difficult situations; take initiative and follow-through on projects; report status of on-going projects to rest of staff on timely basis to ensure time lines are met and staff are informed; work independently, safely and execute judgment



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appropriately; communicate effectively both orally and in writing; review and analyze information and formulate logical recommendations; interact with the public and District employees in a positive and informed manner and be willing to receive corrective feedback in a positive manner. Ability and commitment to support the Cherokee Metropolitan Districts' leadership goals, objective, and organizational needs.

Skills:

Beginner to Intermediate and even advanced process treatment (MBR Process) troubleshooting skills, RO treatment troubleshooting skills, collections line maintenance skills, along with adept mechanical repair and maintenance skills, and experience with hand and power tools for working on mechanical, plumbing, and electrical systems.

Materials and Equipment Directly Used:

Personal computers and printers; calculators; District vehicles; hand tools; power tools; diagnostic tools; hazardous and non-hazardous chemicals; personal safety equipment; typical wastewater treatment plant equipment such as pumps, pipe systems, blowers, mixers, and valves; lawn mower; snow blower; tractor and forklift.

Working Environment/Physical Demands:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Work is performed inside the treatment facility, outside on the treatment facility property, anywhere within the customer service area, and can be very physically demanding. Physical activities include heavy lifting; walking long distances; climbing and descending stairs, ladders, and steep terrain; using hand tools, power tools, lawn care equipment and snow removal equipment; operating District vehicles and heavy equipment.

Environmental factors would include exposure to:

Weather conditions; loud noise; high humidity; odors; confined spaces; poor air quality; bio-hazardous aerosols; hazardous chemicals; rotating equipment; open tanks; electrical equipment and tripping hazards.

Certifications and Licenses

- Class D Wastewater Treatment certification or greater or the ability to obtain within 6 months of employment.
- Class 1 Collections certification or greater or the ability to obtain within 6 months of employment.
- Desire and ability to learn and test for the next level of Colorado Wastewater Certification based off Reg 100 requirements and your current Certification level.
- Class B / A Colorado Commercial Driver's License or the ability to obtain one within a year.



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Attractive Benefits Package

- 100% Employee medical, dental and vision coverage (choice of plans after 30 days)
- 75% Spouse and Dependent medical, dental and vision coverage (choice of plans after 30 days)
- 457 deferred compensation retirement plan with 8% company contribution, no employee match required
- 30-day vesting
- 13 paid holidays (On-call duties may require work during holidays, with pay)
- Paid vacation and personal day (after 90 days)
- Paid sick leave (accrual begins upon start)
- Golf privileges for employee and immediate family members at the Cherokee Ridge Golf Course
- Safety gear, including work boot allowance
- Uniforms provided
- Cherokee promotes career development and provides opportunities to grow professionally through development of technical knowledge and skills delivering challenging projects.

Additional Information

FLSA Status: Non-Exempt

Supervisory Classification: No

Probationary Period: 90 days

This job description is not intended to list every function of the position, does not constitute an employment agreement or contract, and is subject to change. It is not intended to limit management's rights to assign, direct and control the work of employees under their supervision.

Work is mainly performed outside. Work requires significant walking on a regular basis. Work often can call for lifting, pulling, or pushing of items weighing 50 pounds or more. The operator may be subjected to working near mechanical parts and in all outdoor weather conditions. The operator may be exposed to fumes and toxic chemicals.

To ensure the safety of the public and reduce the risk for loss, background screenings and pre-employment drug testing are completed on applicants selected for employment. This position is subject to a screening process including but not limited to criminal history search,



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reference check, degree and employment verification, motor vehicle record check and ongoing, random drug screening.

Interested applicants should submit an application, resume and letter of interest to Wastewater Manager, Joshua Watkins (jwatkins@cherokeemetro.org). Applications are available online at www.cherokeemetro.org or by contacting Human Resources Administrator, Connie Hughes (chughes@cherokeemetro.org). Applications are also available at the District's office located at 6250 Palmer Park Blvd. Résumés will not be accepted in lieu of an application and applications submitted via job search websites do not satisfy the requirement to complete the application found at www.cherokeemetro.org.

Cherokee Metropolitan District is an Equal Opportunity Employer