

**CHIEF OPERATOR  
(WATER OR WASTEWATER)**

**PURPOSE AND NATURE OF WORK**

Work of this class involves overseeing the operational functions of a municipal water production or wastewater treatment plant. The incumbent is responsible for supervising and coordinating the activities of plant operators and other personnel, and for making periodic inspections of the operational condition of equipment in order to maintain safe and efficient plant operations. Employees of this class also serve as relief operator when necessary.

Work is performed in accordance with established policies and procedures under the general supervision of a superior.

**ILLUSTRATIVE EXAMPLES OF WORK** (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Supervises, coordinates, and participates in periodic plant inspections to evaluate the operational condition of plant equipment; submits requisitions for maintenance and repair of equipment and facilities. Supervises and directs all start-ups and shut-downs of water treatment units, filter pumps, wells, wastewater digesters, trickling filters, aeration units, final tanks, etc. Reviews daily operating records and reports; makes recommendations to achieve compliance with EPA standards. Maintains necessary inventory and ensures proper dosages of various chemicals such as lime, alum, chlorine, polymers, etc. depending on areas of assignment. Conducts on-the-job training for operators. Maintains operators, work schedules. Prepares necessary operational reports.

Performs related work as required.

**NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS**

Considerable knowledge of the principles, procedures, terminology, and equipment used in water production or wastewater treatment.

Considerable knowledge of the occupational hazards and necessary safety precautions associated with the area of assignment.

Some knowledge of simple laboratory tests, and testing materials and equipment used for testing water or wastewater.

Ability to understand and follow complex oral and written instructions.

Ability to supervise subordinate personnel and maintain effective working relationships with other employees.

Ability to detect equipment malfunctions and take appropriate actions.

Ability to establish and maintain effective relationships with superiors and other employees.

Ability to interpret blueprints and diagrams related to plant operators.

**DESIRABLE TRAINING AND EXPERIENCE** (Depending on area of assignment)

Progressively responsible supervisory experience in water or wastewater plant operations; or any equivalent combination of training and experience.

**NECESSARY SPECIAL QUALIFICATIONS** (Depending on area of assignment)

1. Maintain a functional telephone in his/her residence and must be capable of responding to the site within one hour of being notified.
2. Possess a Class IV- Water Treatment and Water Production certification or Class IV- Wastewater Treatment certification, as administered by the State of Louisiana, prior to appointment to this position.
3. High School Diploma or G.E.D.