

City of Bloomfield

Job Description



Title:	Operator I	FLSA: Non-exempt
Division:	Public Works	Effective Date: 07/01/2026
Department:	Water Reclamation	Last Revised: 06/30/2026

GENERAL PURPOSE

Works under the general supervision of the Operations Superintendent, the Operations Foreman and Senior Operators performing a variety of **entry level skilled duties** in the operation of heavy and light equipment in the operation, repair, maintenance, and replacement of various components of the water and wastewater treatment plants.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS (Performs some or all of the following)

Monitors and maintains a variety of records relating to inspections and maintenance activity.

Familiar with City Policies and Procedures.

Wastewater Treatment: Checks and assures that all stages of the wastewater treatment processes are maintained in working condition; periodically checks pumps, flow, mechanical, chemical processes and pump stations; monitors plant control panels and operation processes including raw sewage pumps, station alarms, batch reactors digesters, disinfection, sludge dewatering equipment backup generator; inspects influent pretreatment and monitoring equipment,—observes operations to assure proper processing of influent waste and effluent water; checks chemical dosing and feed equipment.

Operates valves and pumps necessary to transfer sludge to digesters; monitors valves, pumps, gauges, levels, temperatures, pressures, and processes; records daily readings on various charts; prepares and sets up valves for transfer pumps, grease removal equipment; Records daily readings and analyzes findings; checks sludge lines and pumps for plugging; cleans pumps as needed; verifies PLC and SCADA settings; takes laboratory samples from various stages of treatment process; calibrates gauges, meters and measuring devices.

Performs general grounds, building, structure, and equipment maintenance and cleaning; cleans sludge pumps and valves, removes sticks and other obstructions and debris, clean_effluent screens. operates high pressure cleaning equipment, etc.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:
 - A. Graduation from high school or GED; AND
 - B. One (1) year of responsible experience in a field directly related to above duties; OR
 - C. An equivalent combination of education and experience.
 - D. Current NM Driver's License
 - E. Must have Level I Wastewater Operator Certification.

2. Knowledge, Skills and Abilities:

Some knowledge of technical wastewater and water treatment plant equipment and machinery and its operation maintenance and repair; plant processes; hazards and precautions associated with plant operations and processes. PLC interface equipment, SCADA, and telemetry monitoring equipment; electrical fundamental concepts; plant policies and procedures; ordinances, laws, and regulations governing wastewater treatment and discharge regulations by various State and Federal agencies; machinery, materials, hazards common to heavy equipment operations; equipment maintenance and repair; the standard practices, methods, materials and tools necessary for water

treatment plant maintenance and repair; hazards associated with water treatment chemicals; cross connection control standards.

Some skill in the operation of heavy mechanized equipment as required by the position, i.e., dump truck, skid steer, forklift, overhead cranes, compressor, saws, pumps, sanders, generators, common hand and power tools, shovels, mechanic tools, loader, vacuum trucks. Comprehensive math and mechanical skills are required.

Ability to work alone and in team settings; tolerate weather extremes in the workplace; operate heavy equipment of various kinds under varying conditions; make minor repairs on assigned vehicles, perform heavy physical labor; develop and maintain effective working relationships with co-workers, elected officials, local agencies and the general public; communicate effectively, both verbally and in writing.

3. Special Qualifications:

Basic Computer Skills: Word, Excel, and Outlook. Proficient in math. Mechanically inclined. Completion Certificate for Operation of Wastewater Treatment Plants, Volume I (Sacramento State). Must maintain Level I Operator Certification and become an Operator II for wastewater treatment assignments within 18 months. Must be willing to work on-call 24/7.

4. Work Environment:

Tasks require a variety of physical activities, and involve muscular strain, related to walking, standing, stooping, sitting, and reaching. Daily exposure to hazardous conditions such as: working on high ladders, stairs and confined spaces; daily potential for exposure to hazardous gases and oxygen deficient atmosphere; daily exposure to seasonal changes and weather extremes; daily potential for hazardous exposure to electrical shock, industrial wastes and raw sewage (containing pathogens such as typhoid, paratyphoid, dysentery, polio, tetanus, etc.); daily exposure to moving parts and equipment such as pumps, motors, and heavy equipment. Must be able to wear required personal protective equipment (PPE), including a respirator or equivalent, as necessary.

Essential functions require talking, hearing and seeing. Common eye, hand, and finger dexterity is required. Able to lift and carry 50lbs up two flights of stairs. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and creative problem solving. Periodic travel required in normal course of job performance.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions. I

_____ have reviewed the above job description.

(employee)

Date: _____

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