

**Classification: Exempt**

**Range: 120**  
(\$19.71/hr. to start)

**City of Brush!**  
**WASTEWATER FOREMAN**  
**Class B + II**

**General Statement of Duties:** Under the direction of the Director of Public Works, performs administrative, supervisory and a variety of highly skilled work, for the proper operation of the Wastewater Treatment Plant.

**Essential Functions:**

- Supervise and manage Waste Water department staff.
- Perform daily rounds.
- Collect samples.
- Analyze samples.
- Perform maintenance on waste water system.
- Perform process control changes.
- Assist Water Department.

**Examples of Duties:**

The following duty statements are not intended and should not be interpreted to be an exhaustive list of all responsibilities or skills associated with this position. Other duties and responsibilities are performed as assigned.

- Plans, schedules, assigns and directs the work at the Wastewater Treatment Plant.
- Responsible for the overall process control of facility. Verifies that the treatment plant is operating safely, efficiently and effectively.
- Observes or detects impending process problems and reacts in a timely and proper manner.
- Implements a process to accomplish the treatment of wastewater to the highest quality possible in an economical manner, and acceptable by the State Health Department.
- Directs a variety of physical, chemical and biological tests for monitoring wastewater quality.

- May represent the City at various governmental and professional meetings.
- Assists in the preparation and submittal of the budget for the plant.
- Assists in administering the plant budget to ensure that allocated funds are properly and effectively expended.
- Prepares all monthly, semi-annual and annual reports and submits as required by governmental agencies.
- Monitors plant components and interprets readings of plant meters, gauges, control panels and analyses for process control.
- Trains and evaluates performance of employees; observes all safety rules and regulations.
- Supervises the maintenance of plant buildings and grounds.
- Directs testing of influent and effluent for Biological Nutrient Removal processes, responsible for the scheduling and collection of samples for NPDES monitoring.
- Working knowledge of the Clean Water Act requirements.
- Working knowledge of solids handling and 40 CFR 503 regulations. Supervises the field application of biosolids.
- Working knowledge of Pretreatment Program requirements, 40 CFR 403 regulations.
- Performs other duties as required.

**Job Requirements and Difficulty of Work:**

Thorough knowledge of pumps, valves, motors, electrical panels, instrumentation, SCADA systems and of the principles and practices of activated sludge, ORP and Biological Nutrient Removal processes of wastewater treatment. Ability to plan, work and supervise employees. Ability to establish and maintain an effective working relationship with other City officials, plant users, engineers and government agencies.

Ability to work unsupervised.

Ability to deal with public in a cordial and professional manner.

Ability to comprehend and follow complex written and/or oral instructions.

Ability to swim.

Knowledge of chemistry and mathematics.

Knowledge of Local, State and Federal regulations.

Knowledge of confined space requirements and hazards.

Must have or be willing to obtain Hepatitis B vaccination.

Must possess a valid Colorado Class "B" Wastewater Treatment Plant Operator License and a Colorado Class "IP" Collection Systems License.

Must possess or be able to obtain a valid Colorado Driver's License.

Ability to climb ladders, ascend or descend stairs and enter confined spaces such as wet wells and manholes.

The employee shall work well under pressure, meet multiple and sometimes competing deadlines.

The employee shall at all times demonstrate cooperative behavior with colleagues and supervisors.

**Physical Demand Requirements and Work Environment:**

The job's physical demand requirements place the position in the **Medium** category according to the U.S. Dept of Labor's Dictionary of Occupational Titles, Volume II, Fourth Edition, Revised 1991.

*Occasional (1%-33%), Frequent (34%-66%), Constant (67%-100%)*

Requires standing, sitting, climbing, squatting, kneeling and overhead reaching occasionally.

Requires walking, stooping and carrying frequently.

Requires angular reaching, wrist flexion / extension, elbow flexion / extension, supination / pronation and grasping constantly.

Ability to lift 30 pounds from ground to overhead occasionally.

Ability to lift 40 pounds from ground to waist level occasionally.

Ability to lift 40 pounds in kneeling position to overhead occasionally.

Ability to lift 45 pounds from chest level to overhead occasionally.

Ability to pull 50 pounds to 200 feet occasionally.

Ability to pull 70 pounds to 24 feet occasionally.

Ability to pull 75 pounds to 10 feet occasionally.

Ability to one hand carry various hand tools frequently.

Ability to two hand carry 50 pounds to 32 feet occasionally.

Exposed to forceful exertions, postural stresses and upper extremity / whole body vibrations.

Worksite conditions include: noise, temperature changes, extreme temperatures, wet / humid conditions, confined areas, fumes/dust/dirt and access to heights above ground.

Occasional exposure to sharp tools and slick flooring.

Requires sustained attention, feeling sensation and balance.

**Education:**

High school education or equivalent.

**Experience:**

Must possess a valid Colorado Class "B" Wastewater Treatment Plant Operator License and a Colorado Class "II" Collection Systems License.

Four (4) years experience as a Treatment Plant Operator.

Previous supervisory experience desirable.

**Desired Special Qualifications:**

Colorado Class "A" Wastewater Treatment Plant Operator License, Colorado Class "III" Distribution Systems License and Colorado Class "IV" Collection Systems License preferred.