

ORDINANCE # 285

AN ORDINANCE FOR JOB DESCRIPTION OF ASSISTANT WASTEWATER TREATMENT OPERATOR:

The Assistant Wastewater Treatment Plant Operator shall have the following duties:

1. Perform and analyze laboratory tests and adjust processes accordingly.
2. Prepare reports and maintain records.
3. Operate the wastewater treatment plant. Controlling the flow and processing of wastewater and effluent.
4. Monitor gauges and control panels.
5. Observe variations in operating conditions.
6. Interpret meter and gauge readings and test results to determine process requirements.
7. Opening and closing valves and gates manually.
8. Starting and stopping pumps to control and adjust the flow and treatment process.
9. Cleaning equipment, lubricating machinery, painting, and performing other maintenance requirements.
10. Assume the responsibility of the operator in his or her absence.
11. Be responsible to the Public Works Director. The operation of the wastewater treatment facility will not always require a full 40 hour work week. When operations at the plant do not require a full 8 hours day, the operator should report to the Public Works Director for other assignments with city employees.
12. Assistant Operator must obtain at least a license Grade #1 in wastewater or what license grade the Iowa Department of Natural Resources require at the time for that plant.
13. The Assistant Operator must be a resident of Iowa and live within 25 miles of the Buffalo City Hall at time of employment.

Any ordinance or parts of any ordinance in conflict with this ordinance are hereby repealed.

Passed by the Council of the City of Buffalo, Ia. this 02 day of December, 1991.

Approved and signed by the Mayor of Buffalo, Ia. this 02 day of December, 1991.

Signed: Betty O. Walters
Betty O. Walters,
Mayor of Buffalo, Ia.

Attest: Carol A. Bernauer
Carol A. Bernauer,
City Clerk of Buffalo, Ia.