

THE TOWN OF Batesburg-Leesville

Job Posting **WASTE WATER PLANT OPERATOR**

Job duties:

- Monitors and performs all daily plant operations.
- Start up, shut down, perform moderate lifting, regulate and adjust motors, pumps, compressors, valves and other necessary equipment to meet changing operating conditions.
- Calculate dosages and adjust chemical feed rates as needed.
- Use of electronic software including SCADA controls and Microsoft Office (Excel, Word, and Outlook)
- Participates in preventative maintenance procedures and assists in identifying areas of concern.
- Collects and prepares samples for laboratory analysis. Perform and record all laboratory analysis in a certified lab following written SOPs.
- Assist in ensuring compliance with town/department policies and procedures, SCDHEC regulations, and other applicable laws, regulations, and standards of quality and safety.
- Perform clerical work to include: preparing records and reports, completing forms, copying and filing documents, entering and retrieving computer data, answering the telephone.
- Must be able to balance and prioritize tasks working both independently and as part of a team.
- Provides timely communication with coworkers, supervisors, regulation agencies, and the public.
- Maintains facility and grounds to provide a tidy appearance.
- Assist in ordering repair parts, chemicals, and managing inventory.
- Various other duties including backwashing filters, refilling chemicals, cleaning basins, and minor maintenance.

Qualifications:

- Any combination of education equivalent to graduation from high school.
- Must be able to obtain a South Carolina "D" level Waste Water Treatment license within a year.
- Must be available to respond after hours and weekends for emergency purposes.
- Valid SC Driver's License

Salary:

Salary is contingent upon education, training, and experience. The Town provides benefits including: medical, vision, dental, life insurance, annual leave, paid sick leave, and SC State Retirement.

How to apply:

Interested persons, who meet the minimum qualifications, must submit an application and resume to the Batesburg-Leesville Town Hall. Applications may be picked up at the Batesburg-Leesville Town Hall, at 120 West Church Street Suite A, Batesburg-Leesville, South Carolina 29006 or online at www.batesburg-leesville.org under Employment Opportunities. For questions concerning the application process or job requirements, please contact Tonya McCormick or Tim Schumpert at (803) 532-4601.

Deadline: Position open until filled

The Town of Batesburg-Leesville is an Equal Opportunity Employer. The Town of Batesburg-Leesville does not discriminate in employment on account of race, color, religion, national origin, ancestry, age, sex, sexual orientation, marital status, physical or mental disability or any other legally protected status.