

Job Description

Water Treatment Plant Operator I

40 Hours | Utilities & Transportation | POS #100010454

Direct Report	Lead Water Treatment Plant Operator	Grade	Gr-I \$23.82hr - \$33.25hr
Department	Public Infrastructure	FLSA	Non-Exempt
Division	Water	Bargaining Unit	Union
Date	July 2026	Location	1105 Shawmut Avenue

Homeland Security Emergency Status: Essential

Safety Classification: Safety-Sensitive Position

Summary

This position provides skilled work to operate and maintain the City's Water Treatment Plant and adhere to State-regulated requirements for safe drinking water.

Supervisory Responsibilities

Supervision Scope: Supervisors are responsible for signing performance reviews.

Supervision Received: This position receives supervision and works under the broad direction of the Lead Water Treatment Plant Operator.

Supervision Given: This position directs subordinate employees as required.

Essential Functions

Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

1. Adjusts equipment to regulate the flow of water and control the amount of treatment chemicals added.
2. Assists with repairs and maintenance program of plant, watershed, and distribution systems.
3. Accurately records plant and water system data and makes associated computations as necessary, as well as maintains operation logs.
4. Collects samples and conducts laboratory testing of water, and maintains optimum process control of the treatment system.
5. Makes regular tours of the plant to check equipment, report malfunctions and unsafe conditions.
6. Adheres to a specific weekly schedule of responsibilities including chemical preventative maintenance.
7. Responsible for handling chemicals in a safe and efficient manner.
8. Provides effective and efficient customer service, and promotes and maintains responsive community and working relations.
9. Performs housekeeping in work areas to maintain suitable and safe working conditions.
10. Performs related work as required.
11. Performs snow removal operations as deemed necessary.

This position is deemed essential personnel and must report to work during emergency situations.

Job Description

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Competencies

Thoroughness and Attention to detail	Team Player	Data input
Organizational Skills	Multitasking	
Customer Service	Accounting	

Minimum Qualifications

- Operating characteristics and maintenance requirements of a water treatment plant and distribution.
- Chemical and treatment principles related to water treatment plant and distribution operations to maintain MA requirements for safe drinking water.
- The use of specialized equipment used in the operation, maintenance, and repair of a water distribution system (e.g., SCADA, HMI, and GIS).
- Lab analysis, hydraulics, electrical meters, testers, and generators.
- Occupational hazards and the proper safety methods and procedures used to avoid and minimize risks.
- The use of standard office equipment including computers and relevant software.
- Understand and carry out instructions.
- Work independently with minimal supervision
- Diagnose mechanical operations equipment problems and determine proper remedial measures.
- Operate a SCADA monitoring system and control software and the ability to recognize when systems fail or need adjustments.
- Perform light to heavy physical tasks under varying weather conditions and work in confined spaces (training provided).
- Establish and maintain effective working relationships with contractors, supervisors, coworkers and the general public.
- The operation and control of specialized equipment used to perform the essential job functions.
- Oral and written communications.

Education and Experience

- 0 - 2 years' of experience

Job Description

Special Requirements

- Criminal Offender Record Investigation (CORI) background check mandatory.
- Graduation from a technical school or college with an Associate's Degree in Water Quality Management or Applied Sciences related to water treatment plant operations or related trades, and four to six years of experience in water treatment plant and distribution system operations.
- MA Water Treatment T1 or T2 License

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in both inside and outdoors; hand-eye coordination is necessary to operate tools vehicles, computers, and various pieces of equipment. Specific vision abilities required by this job include close vision, prolonged visual concentration, and the ability to adjust focus.

While performing the duties of this job, the employee is frequently required to be in a stationary position, move around, and communicate frequently with coworkers; must be able to handle, feel, or operate objects, tools, or controls. The employee is frequently required to ascend/descend varying levels, and position self to obtain objects.

The operation of equipment or handling of chemicals requires the exercise of caution. Must not be allergic to treatment plant chemicals. The employee must frequently lift and/or move up to fifty (50) pounds and occasionally in excess of fifty (50) pounds.

Work Environment

The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job.

The employee is occasionally exposed to adverse weather and other unpleasant conditions, such as heat, cold, wetness and humidity, dim or bright lights, dust, odors, noise, vibrations, chemicals and toxic agents, smoke, electrical currents, and heavy machinery.

Work Hours

This is a full-time non-exempt position with a typical 40 hours per week with possible availability for after normal hours of operation during emergencies and other departmental critical needs.