

Job Title: Water Treatment Facility Chief Operator
Location: Lake Greenwood Water Treatment Facility
LCWSC is an Equal Opportunity Employer.

Position Summary:

Join our team as a Water Treatment Facility Chief Operator and play a critical role in managing and operating the Lake Greenwood Water Treatment Facility. Ensure the efficient production of high-quality, potable water for public use, while adhering to all relevant policies, standards, and regulations.

Key Responsibilities include:

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- Serves as the “Operator of Record” for assigned water treatment plant.
- Serves as the “Laboratory Director” for a SCDES Certified laboratory.
- Coordinates, assigns and reviews work; develops and maintains standards and operating procedures; coordinates activities and allocates personnel; monitors status of work in progress; inspects completed work assignments; reviews the work for completeness and accuracy; answers questions; offers training, advice and assistance as needed.
- Supervises and participates in the daily operation and maintenance of assigned water treatment plant, ensuring compliance with all applicable policies, procedures, laws and regulations, including State and Federal water quality standards and regulations.

Essential Skills & Experience:

- Class A SC Water Treatment Plant Operator License
- Ten (10) years of progressively responsible experience in water plant operations with at least 3 years in the Chief Operator role (or equivalent)
- Experience overseeing a Drinking Water/Clean Water certified Laboratory
- Valid SC driver’s license.
- High school diploma or GED.

Additional Beneficial Qualifications:

- Computer skills (Microsoft word, excel, etc.....)
- Highly skilled in basic water chemistry laboratory procedures (chlorine, turbidity, pH, etc.)
- Mechanical skills (Change oil, lube equipment etc....)
- General Troubleshooting skills
- Previous Experience with Ozone systems
- Previous Experience with SuperPulsator Upflow Clarifiers and Greenleaf Filters

Benefits:

- Competitive salary and benefits package.
- Opportunities for professional development and training.
- Dynamic and supportive work environment.

Interested candidates should apply with a resume and cover letter detailing their qualifications and experience relative to the position requirements. Ensure your application illustrates your capabilities in water treatment operations and your commitment to public health and safety.

Apply Today!

Join us in providing essential services to our community through your expertise in water treatment. Ensure safe, clean, and reliable water service to all our users. Fill out an [APPLICATION](#) today.

Job Description – Water Plant Chief Operator

Reports To: Engineering Manager
Date Revised: July 2024
Department: Water Treatment

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Position Summary

The purpose of this classification is to supervise and participate in the operation and maintenance of assigned water treatment plant, ensuring the efficient production of quality, potable water for public use; and to ensure compliance with all applicable policies, standards, and regulations to ensure harmonious, effective sustainable operations.

Position Responsibilities- Essential

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- Serves as the “Operator of Record” for assigned water treatment plant.
- Serves as the “Laboratory Director” for a SCDES Certified laboratory.
- Coordinates, assigns and reviews work; develops and maintains standards and operating procedures; coordinates activities and allocates personnel; monitors status of work in progress; inspects completed work assignments; reviews the work for completeness and accuracy; answers questions; offers training, advice and assistance as needed.
- Supervises and participates in the daily operation and maintenance of assigned water treatment plant, ensuring compliance with all applicable policies, procedures, laws and regulations, including State and Federal water quality standards and regulations.
- Assists in managing the annual plant operating budget. Evaluates and determines the need for equipment and supplies; makes recommendations for purchase; orders parts and supplies for repairs.
- Requisitions and ensures the proper handling and storage of chemicals. Loads and unloads chemicals used in the treatment process.
- Conducts safety inspections; develops and conducts safety meetings for staff and ensures staff compliance with safety rules and regulations.
- Inspects plant equipment and systems for proper and safe working condition on a prescribed schedule.
- Performs routine preventive maintenance, adjustments, cleaning and painting of equipment; performs minor corrective maintenance on plant mechanical equipment as needed.

Job Description – Water Plant Chief Operator

- Monitors the status of plant operations and distribution system by use of SCADA and on-site inspections, including flows, pressures, chemical feeds, levels and water quality; calculates and implements correct feed and flow levels and chemical doses.
- Collects representative water samples and performs laboratory tests for all necessary testing to include: Ozone, turbidity, chlorine residual, alkalinity, hardness, temperature, and pH.
- Prepares / oversees the preparation of plant records; Standard Operating Procedures (or equivalent) reviews paperwork completed by subordinates for completeness and accuracy.
- Assists in coordination of plant activities with other plants, divisions, and departments.
- Maintains knowledge of current relevant issues and industry trends.
- Works on call 24 hours per day.
- Receives, reviews, analyze, prioritize, prepares and/or submits various records and reports including graphs, operating manuals, laboratory reports, SCDES reports, inventory reports, maintenance reports, check lists, technical records and reports, logs, purchase requisitions, training schedules and records, daily plant reports, memos, correspondence, etc.
- Interacts and communicates with various groups and individuals such as the immediate supervisor, other department supervisors and employees, subordinates, co-workers, customers, City/County personnel, sales representatives, and the general public.

Position Responsibilities- Non-Essential/Other

- Assists in supervising and participates in plant custodial / general maintenance work.
- Other duties as assigned.

Essential Skills and Experience

- Class A SC Water Treatment Plant Operator License
- Ten (10) years of progressively responsible experience in water plant operations with at least 3 years in the Chief Operator role (or equivalent)
- Experience in Drinking Water/Clean Water certified Laboratory
- Valid SC driver's license.
- High school diploma or GED.
- Ability to walk at least 1/2 mile daily.
- Ability to stand for extended periods of time.
- Ability to sit for extended periods of time.
- Ability to work in adverse weather conditions.
- General knowledge of computers.
- Demonstrated problem solving skills.

Job Description – Water Plant Chief Operator

- Ability to read and write
- Strong verbal and written communication skills.
- Ability to communicate in a calm, orderly, non-threatening manner.
- Ability to positively interact and mentor staff.
- Ability to work with a team to resolve issues.
- Positive, professional, and team-oriented personality and appearance.
- Ability to adapt quickly and easily to changes.
- Stable work history.
- Professional demeanor with the ability to work well with others in a fast-paced environment.
- Demonstrated strong organizational skills (record keeping, time management, follow up, etc.).
- Excellent attention to detail and sense of urgency, ability to prioritize with an emphasis on quality and accuracy of work.
- Strong interpersonal and customer service skills required.
- Ability to multi-task, prioritize and deal with interruptions while meeting timely deadlines.
- Regular and sustained attendance.

Beneficial Skills and Experience

- Computer skills (Microsoft word, excel, etc.....)
- Highly skilled in basic water chemistry laboratory procedures (chlorine, turbidity, pH, etc.)
- Mechanical skills (Change oil, lube equipment etc.....)
- General Troubleshooting skills
- General knowledge of Programmable Logic Controllers
- Previous Experience with Ozone systems
- Previous Experience with SuperPulsator Upflow Clarifiers and Greenleaf Filters
- State Certified Distribution Operators license
- State Certified Wastewater (Biological) Treatment Plant Operators license

Mental & Physical Demands- ADA Guidelines

Physical Demands

Stand	<input type="checkbox"/> Constantly	<input checked="" type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Walk	<input type="checkbox"/> Constantly	<input checked="" type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Sit	<input type="checkbox"/> Constantly	<input checked="" type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Handling	<input type="checkbox"/> Constantly	<input checked="" type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Reach Outward	<input type="checkbox"/> Constantly	<input checked="" type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Reach Above Shoulder	<input type="checkbox"/> Constantly	<input checked="" type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Climb	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Crawl	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Squat or Kneel	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Bend	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A

