



Job Description – Water Treatment Operator

Reports To: Water Production Manager

Date Revised: April 2026

FLSA Classification: Full Time, Non- Exempt

Department: Water Treatment

Pay Range: Class A Operator - \$73,216 - \$86,944

LCWSC is an Equal Opportunity Employer.

Position Summary

The purpose of this classification is the operation and maintenance of the Lake Greenwood Water Treatment Facility, ensuring the efficient production of quality, potable water for public use; and to ensure compliance with all applicable policies, standards, and regulations in an efficient, cost-effective manner.

Position Responsibilities- Essential

- Inspects plant equipment and systems for proper and safe working conditions on a prescribed schedule.
- Performs routine preventive maintenance, adjustments, cleaning and painting of equipment; performs minor corrective maintenance on plant mechanical equipment as needed.
- 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; reviews paperwork completed by subordinates for completeness and accuracy.
- Receives, reviews, analyzes, prioritizes, prepares and/or submits various records and reports including graphs, operating manuals, laboratory reports, DHEC reports, inventory reports, maintenance reports, check lists, technical records and reports, logs, purchase requisitions, training schedules and records, daily plant reports, memos, correspondence, etc.
- Operates and maintains assigned water filtration and treatment plant, performing all duties in accordance with all applicable policies, procedures, safety rules, laws and regulations, including state and federal water quality standards and regulations.
- Starts, stops, and operates machinery, equipment and systems necessary for the proper functioning of the plant.
- Conducts frequent walk-throughs of plant to ensure proper operating condition of equipment and systems.
- Receives, unloads, mixes, dispenses and monitors the levels of chemicals used in the treatment process.

Water Treatment Operator

April 2026

This is not a contract. No information in this document will alter the At Will Employment Relationship.

Job Description – Water Treatment Operator

- Monitors the status of plant operations, including flows, pressures, chemical feeds, levels and water quality; makes adjustments as necessary. Maintains all related charts and records.
- Performs routine preventive maintenance and cleaning of equipment; performs minor and major corrective maintenance and repairs on plant mechanical equipment as needed.
- Collects representative water samples and performs chemical and microbiological tests as required.
- Participate in the maintenance of positive customer relations.
- Maintain knowledge of current relevant issues and industry trends.
- Participate in plant custodial and general maintenance work.
- Other duties as assigned.

Essential Skills and Experience

- Class A SC Water Treatment Plant Operator License preferred, minimum Class B required.
- Two (2) years of experience in surface water plant operations
- Experience in Drinking Water/Clean Water certified Laboratory
- Valid SC driver's license.
- High school diploma or GED.
- Ability to walk at least 1 mile daily.
- Ability to stand for extended periods of time.
- Ability to work in adverse weather conditions.
- General knowledge of computers.
- Demonstrated problem solving skills.
- 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 with fellow staff.
- Ability to work with a team to resolve issues.
- Ability to work independently.
- Ability to self-direct where appropriate while keeping strict deadlines where appropriate
- Positive, professional, and team-oriented personality and appearance.
- Ability to adapt quickly and easily to changes.
- Committed to doing tasks the approved method, even when there is no direct supervision.
- 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.
- Ability to work daytime and nighttime shifts.

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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

