

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 6530

TITLE: PLANT OPERATIONS SUPERVISOR

GRADE: S-22

DEFINITION:

Under general direction, serves as a first line supervisor on a 12 hour rotating shift, managing and supervising the operation of a large 24/7 wastewater treatment plant; and performs related duties as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This class serves as a first level supervisor and requires a Class I Wastewater Treatment Facility License.

ILLUSTRATIVE DUTIES:

(The illustrative duties listed in this specification are representative of the class but are not an all inclusive list. A complete list of position duties and unique physical requirements can be found in the position description.)

Oversees and monitors operations personnel and processes in operating a large wastewater treatment plant on an assigned shift;

Monitors each phase of the treatment process including pre-treatment, primary treatment, biological treatment, advanced treatment, and grit removal;

Oversees the daily testing of the wastewater in process to monitor the levels of settleable solids, dissolved oxygen, chlorine residuals, and others;

Troubleshoots process problems – makes decision to by-pass process;

Coordinates with other shift Supervisors at shift change to ensure necessary data and information is exchanged;

Prepares, maintains, and submits periodic records of the plant's operations;

Recommends changes to maximize the efficiency of the process;

Responsible for compliance with all permit requirements for plant and water quality;

Supervises subordinate employees including coaching, counseling, training and evaluations;

Responsible for compliance with safety standards and regulations on the assigned shift;

Performs work in a safe manner according to all regulations, participates in safety training, and reports unsafe conditions.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

(The knowledge, skills and abilities listed in this specification are representative of the class but are not an all inclusive list.)

Knowledge of the principles and operation of wastewater treatment;

Knowledge of the biological, chemical, and physical processes involved in treatment of wastewater;

Ability to identify and evaluate operational process problems and to develop and implement corrective procedures;

Ability to make prompt and sound operating decisions in emergency situations;

Working knowledge of the practices, methods, material, and tools of the mechanical trades related to the maintenance of treatment plant equipment;

Ability to maintain accurate records and write accurate reports;

Ability to plan and supervise the work of subordinate employees;
Thorough knowledge of applicable safety regulations and procedures as well as common hazards and precautionary methods.

EMPLOYMENT STANDARDS:

Any combination of education, training, and experience equivalent to the following:
High School diploma or G.E.D. issued by a state department of education;
PLUS seven years of related experience,
PLUS one year in a position equivalent to a Plant Operator III OR one year of experience at the supervisory level OR completion of an Agency approved supervisory development program OR completion of the Fairfax County Supervisory Competency Certificate as revised for Maintenance and Trades.

CERTIFICATES AND LICENSES REQUIRED:

Must have and maintain a Class I Wastewater Treatment Operator's certification issued by the Commonwealth of Virginia.

Must have and maintain a valid Motor Vehicle Driver's License

NECESSARY SPECIAL REQUIREMENTS:

Subject to 24 hour call back and must, therefore, be able to work emergency overtime.

Subject to working in adverse weather conditions and may be exposed to raw waste.

ES REVISED: November 1, 2011

REVISED: April 21, 2009

REVISED: February 25, 2003