

PLEASE POST

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Exam Number: 2008-2009 23

Date Issued: February 27, 2009

**THE TOWN OF GREENWICH
ANNOUNCES
OPEN COMPETITIVE EXAMINATION
FOR THE POSITION OF**

Sewer Plant Operator II

SALARY RANGE: \$49,736 - \$55,262

Requires weekend, evening and off shift work. Must possess Class III Wastewater Treatment Operator Certificate and a Class II Wastewater Collection Certificate. Copies of current Certificates must be attached to the application.

Preference will be given to current Town of Greenwich employees who are members of local 456.

CLOSING DATE FOR FILING APPLICATIONS: Open Until Filled

Application review begins 3/13/09. Applications submitted after 3/13/09 accepted at the discretion of the Town of Greenwich.

Your application is a critical component of the examination process. The “Revised 4/08” application must be fully completed and signed and should contain all the information to show that you meet the minimum qualifications as stated on the job description.

DUTIES: Skilled work involving the operation and maintenance of a complex sewage treatment plant, requiring some understanding of the theory and practice of sewage treatment. Responsible for control and adjustment of specific routines in the plant operation, and, on other than day shifts, is responsible for control of the entire plant.

MINIMUM QUALIFICATIONS: Graduation from high school or trade school plus field education to meet the licensed requirements and 5 years of related experience.

SPECIAL NECESSARY QUALIFICATIONS: Must possess and maintain Class III wastewater treatment operator certification and a Class II wastewater collection certification. Must possess a CDL with tanker endorsement within 6 months and maintain throughout employment. (Current employees are not required to obtain the tanker endorsement).

EXAMINATION: 100% Written Examination

All positions may be subject to an interview process.

Candidates who are invited to test must pass each portion of the exam process in order to be certified to the eligibility list.

Applicants who meet the qualifications for this position will be notified in writing of the time and place of the examination.

The Town reserves the right to limit the number of qualified candidates who will be invited to participate in the examination, or any part thereof.

The eligible list containing the names of successful examination candidates will be in force for a minimum period of six (6) months, and will allow candidates to be considered for appointment to this position and any others in the same class, which may become available during that timeframe.

All outside candidates will be required to undertake and successfully pass a pre-employment medical examination, which includes a substance abuse test, given at the Town's expense prior to employment.

Certain categories of Town employees (Police, Fire, Nurses, etc.) are at special risk of Hepatitis B and will be offered a protective vaccination beginning the first day of employment. New, regular full time employees will be required to demonstrate their vaccination status against Hepatitis B.

The Town of Greenwich has implemented a policy of background investigations for management/professional positions prior to hiring as part of the reference checking procedures for outside candidates. The investigation will only be conducted as the last step prior to an offer. Refusal to sign the release form will terminate the candidate's further consideration.

If claiming veteran's preference, proof (DD-214) must be submitted at the time of application.

APPLICATION FORMS AVAILABLE:

Human Resources Department
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830
Telephone: (203) 622-7734

The Town of Greenwich is Dedicated to Diversity and Equal Opportunity Employment

TITLE: SEWER PLANT OPERATOR II

Department:	Public Works	Job Code:	3345
Division:	Sewer	Date Created:	July 1992
Bargaining Status:	Teamsters	Last Amended:	February 2009
Salary Range:	T-12		

GENERAL STATEMENT OF DUTIES:

Skilled work involving the operation and maintenance of a complex sewage treatment plant, requiring some understanding of the theory and practice of sewage treatment. Responsible for control and adjustment of specific routines in the plant operation, and, on other than day shifts, is responsible for control of the entire plant.

ESSENTIAL FEATURES:

Assists the Process Control Engineer in proper operation of the plant, supervises assistants of lower grade and assists in maintenance of records.

Makes routine adjustments of controls and makes routine tests on process.

Assumes full charge of plant in absence of Process Control Engineer and routinely on other than day shift.

Assists mechanic and electrician in testing, maintenance and repair of equipment, units, and building.

Operates all sewer division vehicles and obtains all required samples for laboratory personnel.

Contacts appropriate Town and Government officials as required by Sewer Division policies and procedures.

May answer phones, operate communication equipment and deal with public as needed.

Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of the theory and practical application of sewage treatment and the units and equipment used therefore.

Considerable knowledge of the occupational hazards and safety precautions of the work related to wastewater treatment facilities.

Skilled in the operation of a Personal Computer and related software applications.

Ability to use independent judgment and to supervise the work of unskilled subordinates.

Ability to understand and follow oral and written instructions.

Ability to keep records and make reports.

Ability to operate all sewer division vehicles in the State of Connecticut.

MINIMUM QUALIFICATIONS:

Graduation from high school or trade school plus field education to meet the licensed requirements and 5 years of related experience.

SPECIAL NECESSARY QUALIFICATIONS:

Must possess and maintain Class III wastewater treatment operator certification and a Class II wastewater collection certification. Must possess a CDL with tanker endorsement within 6 months and maintain throughout employment. (Current employees are not required to obtain the tanker endorsement).