



# City of Mountain Home

720 SOUTH HICKORY • MOUNTAIN HOME, ARKANSAS 72653  
Phone: (870) 425-5116 • Fax (870) 425-9290  
www.cityofmountainhome.com

## WATER & SEWER DEPARTMENT

### City of Mountain Home – Job Announcement

The City of Mountain Home is an Equal Opportunity Employer – we will make any reasonable accommodation necessary to ensure equal employment opportunities

- 1) A criminal background check is required for all City of Mountain Home positions.
- 2) The City of Mountain Home does not accept unsolicited resumes.
- 3) A separate application must be submitted to apply for another open position in the City.
- 4) Only completed applications with work history will be accepted.
- 5) A resume may accompany the City application but will not be substituted for any part of the application.
- 6) Accompanying resumes must refer to the specific job posting in order to be considered.
- 7) Applications must include complete work history and references.
- 8) Applications will not be accepted by fax.
- 9) Interviews will be set up by the Department.

#### POSITION DETAILS:

Date Posted:	10/29/2019	Department:	WW Treatment Plant	Title:	3 <sup>rd</sup> Shift APP Operator
Posting Expires:	UNTIL POSITION FILLED	Location:	Water Department	Grade & Status:	Grade 9 FT
Contact Phone:	870-425-5115	FLSA:	Non-Exempt	Salary Range:	\$12.28 – 18.46
DAYS & HOURS OF OPERATION:			8:00am – 4:30pm		Monday – Friday

WHERE TO APPLY (in person or via us mail): Water Department – 752 North College Street  
Mountain Home, AR 72653

#### JOB NOTICE -

APPLICANTS MUST BE 18 YEARS OF AGE OR OLDER. APPLICANTS MUST MEET OR EXCEED ALL REQUIREMENTS.

#### DESCRIPTION

**DEPARTMENT:** WATER & SEWER DEPARTMENT

FLSA Status: Non-Exempt

**DESCRIPTION:** APPRENTICE OPERATOR- WASTEWATER PLANT

GRADE 9

**JOB DESCRIPTION:** As a trainee, performs the routine operations of a wastewater treatment plant operator on an assigned shift.

#### **ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:**

- 1) Learns and Makes regular inspections of plant and equipment to ascertain that it is in proper operation at all times.
- 2) Learns to collect samples and run operational test on wastewater.
- 3) Washes down plant equipment and basins as needed.
- 4) Sweeps clarifiers and cleans skimmer as needed.
- 5) Assists in general housekeeping chores.
- 6) Cleans digestors to remove heavy sludge deposits.
- 7) Learns and performs routine custodial and grounds duties
- 8) Learns and Performs related duties as assigned

#### **SPECIFIC KNOWLEDGE, SKILLS, ABILITIES, OR EDUCATION:**

- 1) Ability to understand and follow oral and written instruction

- 2) Ability to keep records and make reports
- 3) Ability to learn basic laboratory techniques and procedures

**IMMEDIATE SUPERVISOR:** The plant supervisor assigns work in terms of general instructions. An employee in this class is responsible for efficient and safe plant operation and maintenance of plant equipment on an assigned shift as a trainee. Incumbents are expected to work towards higher level certifications so they may work independently and without constant supervision. The work is performed under the supervision of a higher level plant operator.

**PHYSICAL DEMANDS:** The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions and expectations. While performing the functions of this job, the employee is regularly required to talk or hear.

**WORK ENVIRONMENT:** The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions and expectations.

**WORKING CONDITIONS:** Work is primarily performed outside and occasionally in laboratory, in inclement, hot/cold weather. Work exposes the employee to infectious/contagious diseases, dirt, grease, dangerous chemicals and machinery with moving parts.. The employee is required to use protective equipment. The job is typically performed intermittently with climbing, sitting, standing, and walking. The employee occasionally lifts light to moderate and heavy objects and must use tools and equipment requiring manual dexterity and working from heights.

**MINIMUM QUALIFICATIONS:**

- 1) Ability to read, write and perform basic mathematical calculations at a level commonly associated with the completion of high school or its equivalent.
- 2) Sufficient experience to understand the basic principles relevant to the major duties of the position,
- 3) Position must obtain a Wastewater Treatment Plant Operator's license issued by ADEQ within 6 months of the first exam taken.

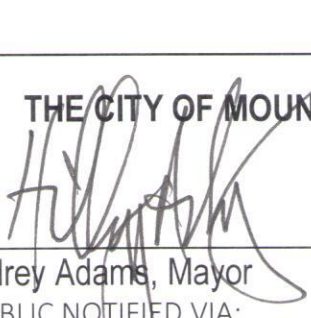
**The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities and/or requirements.**

**EMPLOYEE ACKNOWLEDGEMENT:**

This job description in no way states or implies that these are the only duties to be performed by this employee. Employee will be required to follow any other instructions and to perform any other duties requested by his or her supervisor. I acknowledge that I have read, understand and accept the job description outlined above.

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**THE CITY OF MOUNTAIN HOME IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER.**



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Hillrey Adams, Mayor

PUBLIC NOTIFIED VIA:

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