

Castle Pines Metropolitan District

Job Description

Position: Water Treatment Plant Operator D-A (Non-Exempt Position)

Summary

The Water Treatment Plant Operator is part of the team responsible for overseeing the daily operations of a 7 MGD water treatment plant. This position requires a valid Colorado Class D water treatment plant operator license (minimum). This position will coordinate and ensure that all processes and procedures are carried out efficiently and in compliance with applicable regulations and standards. Additionally, this position will be responsible for monitoring plant performance, troubleshooting issues, and implementing corrective actions as necessary.

Primary Duties and Responsibilities

- Monitor and control the water treatment processes.
- Conduct regular inspections of equipment, systems, and processes to identify any abnormalities or maintenance needs.
- Perform routine water quality testing and analysis to ensure compliance with regulatory standards.
- Monitor and maintain accurate records of plant operations, including water production, chemical usage, equipment readings, and maintenance activities.
- Perform water distribution and sewer collection system repairs and maintenance as assigned.
- Develop and implement preventive maintenance programs for equipment and machinery.
- Troubleshoot and resolve operational issues or malfunctions in a timely manner.
- Stay updated on industry best practices, regulations, and advancements in water treatment technology.
- Collaborate with other departments and agencies, such as maintenance, engineering, and regulatory agencies, as required.
- Ensure compliance with all safety protocols and maintain a safe working environment.
- Assist with snow removal operations, including plowing roads and applying de-icing materials as needed, especially during winter months.
- Participate in rotational on-call schedules for emergency response and mandatory overtime when required. Work on some holidays and weekends will be required. All on-call employees must reside within a 20-mile radius of the District's office.
- Performs other duties as assigned or required.

Note: This list is not intended to be an exhaustive list of all duties or responsibilities associated with this position.

Supervisor: Water Treatment Supervisor

Supervisory Responsibilities:

This position has no supervisory responsibilities.

Minimum Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and/or Experience

- High school diploma or equivalent required.
- Valid Colorado Class "B" Commercial Driver's license (CDL) in good standing is required (or ability to obtain within 6 months of hire).
- Willingness to work in a rotating shift schedule, including weekends and holidays, as required.

Water Treatment Operator D

- State of Colorado Water Treatment Operator Class D certificate.
- Basic operational knowledge of water treatment equipment and processes.
- Ability to conduct routine sampling and testing.
- Understanding of safety regulations and compliance requirements.

Water Treatment Operator C

- State of Colorado Water Treatment Operator Class C certificate.
- Two years of experience as a Water Treatment Operator 1.
- Class 1 in a non-assigned discipline (e.g., distribution system certification).
- Proficient in chemical dosing, filtration, and disinfection processes.
- Ability to troubleshoot minor operational issues and perform routine maintenance.

Water Treatment Operator B

- State of Colorado Water Treatment Operator Class B certificate.
- Two years of experience as a Water Treatment Operator 2.
- Class 1 in a non-assigned discipline.
- Advanced knowledge of water quality standards and regulatory compliance.
- Experience in troubleshooting and emergency response.
- Leadership and training abilities for junior operators.

Water Treatment Operator A

- State of Colorado Water Treatment Operator Class A certificate.
- Two years of experience as a Water Distribution System Operator 3.
- Class 2 in a non-assigned discipline.
- Expertise in plant operations, advanced process optimization, and emergency response.
- Experience in SCADA system operations and data analysis.
- Strong leadership, project management, and regulatory reporting skills.

Knowledge, Skills, and Abilities:

- Knowledge of federal and state drinking water regulations.

- General knowledge of water treatment and distribution systems and SCADA systems. General knowledge and ability to utilize Geographic Information System (GIS) based mapping systems.
- General knowledge of the methods and practices involved in water treatment and distribution system repair and maintenance.
- Skills in handling chemicals safely.
- Ability to safely operate heavy equipment, such as backhoe, loader, skid steer, vac truck, mowers, etc.
- Skill in utilizing hand tools for repairs and installation of various appurtenances.
- Ability to work independently with broad direction and limited supervision.
- Strong problem-solving skills and the ability to prioritize workload.
- Ability to read and understand written and verbal information and instructions.
- Ability to communicate effectively verbally and in writing. Ability to assist in effectively communicating and understanding cause and working towards resolution with internal and external customers.
- Ability to identify safety hazards in the workplace and successfully mitigate them.

Physical Demands:

- Frequently required to stand, walk, climb, bend, and work in confined spaces. Frequent performance of activities requiring a full range of body movement including climbing, balancing, stooping, kneeling/bending, crouching, crawling, and/or twisting.
- Moderate to heavy physical work to include lifting, carrying, pushing, and/or pulling of objects and materials of 50 to 100 pounds.
- Regular exposure to noise, fumes, chemicals, and outdoor weather conditions.
- Ability to wear personal protective equipment (PPE) such as gloves, safety glasses, and respirators.
- Vision for reading, recording, and interpreting information. Speech communication and hearing to maintain communication with employees and citizens.

Work Environment:

- Work performed in water treatment facilities, shops, pump stations, and field locations. Work outdoors with exposure to all weather conditions.
- May involve working near moving mechanical parts and exposure to hazardous chemicals. Regular exposure to dust and noise.
- Will be on rotating on-call duty schedule in addition to the regular work week. Subject to mandatory overtime on an as-needed basis for both work within the department and for other duties as designed.
- Shifts may include nights and weekends.

Benefits:

- The salary range for this role is \$54,000 to \$76,800 annually. Starting salary depends on qualifications. This position is also eligible for a year end performance-based bonus.
- CPMD participates in PERA, which offers Defined Benefit (pension) and Defined Contribution retirement plan options.

- CPMD offers a comprehensive benefits package, including medical, dental, and vision insurance. CPMD currently covers 100% of the premium for medical, dental, and vision insurance for employees. CPMD also covers a portion of the premium for medical, dental, and vision insurance for dependents.
- CPMD currently pays 100% of the premium for short-term disability, long-term disability, and life insurance for employees.
- CPMD currently offers 10 paid holidays for employees, plus PTO accrual beginning at 160 hours per year initially.
- Other minor benefits as described in our Employee Handbook.

About Castle Pines Metropolitan District

CPMD is a quasi-governmental agency located near Castle Rock, Colorado. We provide water, wastewater, and stormwater services to approximately 5,000 residents. Despite our size, we pride ourselves in providing a top-tier water treatment and distribution system for the benefit of our residents. Our office is located within Castle Pines Village, where we frequently see elk, wild turkey, and other wildlife from our office.