

City of Elephant Butte

Wastewater Treatment Operator Position Description

The City of Elephant Butte is seeking a Level 4 Wastewater Treatment Operator for its wastewater treatment plant. The city is growing, and we believe your career should too. We are only minutes from New Mexico's largest lake and many other outdoor recreation activities here in Sierra County.

Position overview:

The Wastewater Treatment Operator would be responsible for the operation and maintenance of the wastewater treatment plant to ensure the safe, efficient, and economical treatment of wastewater. This position will execute the policies and assignments received from corporate management and compliance requirements defined by state & federal regulating agencies. To be successful, the Wastewater Operator requires a high degree of independent judgment in accomplishing the work.

Responsibilities and Duties:

- Perform assigned treatment plant rounds; inspect, monitor, troubleshoot, performance test and document plant processes.
- Operate and adjust treatment plant pumps, motors, feeders, and other equipment to maintain appropriate plant operations.
- Maintain, compile and update plant operations logs and reports; perform and record mathematical calculations related to plant operational activities.
- Mix and add treatment chemicals; ensure adequate chemical application according to regulations and guidelines.
- Maintain, repair, modify, troubleshoot, and service plant operations machinery and equipment including pumps, valves, motors, meters, tanks, reservoirs, and feeders.
- Collect and document samples and perform a variety of routine wastewater laboratory tests; laboratory vendors; monitor laboratory results; collect wastewater samples as required.
- Perform general plant facility maintenance such as cleaning, painting, and repairing plant facilities; perform various grounds maintenance duties as required.
- Work in a cooperative and professional manner with contractors and City staff.
- Utilize effective verbal and written communication skills.
- Abide by City policies, procedures, and structure.
- Attend meetings, events and other functions as required.
- Weekend, holiday, and on-call work may be required.

Required Education, Knowledge and Skills:

- Qualified applicant must be able to pass a background check in order to access the facility
- High School diploma or GED required
- Must be able to climb ladders, regularly lift weights up to 50 pounds, and work in a physically demanding environment.
- Must pass a pre-employment background check
- Level 2 Water and Level 4 Wastewater Certification Preferred.
- Excellent interpersonal, verbal, and written communication skills.
- Team player who is willing to pitch in.

The above is intended to be an overview of the position and not meant to be all inclusive. The City of Elephant Butte offers the following benefits for full time employees:

- Paid Time Off (PTO)
- Paid Holidays
- NM Public Employees Retirement Association (PERA)
- Health Insurance
- Dental insurance
- Vision insurance
- Life Insurance