



Wastewater Treatment Operator IV / Trainee

The Town of Purcellville has an entry-level position available in its Wastewater Treatment facility performing technical work operating a wastewater treatment plant, taking samples, performing routine tests, ensuring proper plant operation, maintaining records and files, preparing reports, and related work as apparent or assigned. The position will be required to work outside normal work hours for an emergency related to plant processes and or extreme weather-related conditions. Rotation for on-call status, weekends and holidays are required.

Please review the included job description for a detailed explanation of essential functions and the skills and abilities desired for this position.

Hiring Range: \$44,262.83 - \$50,902.25, commensurate with qualifications and experience.

The Town of Purcellville offers an excellent benefits package including medical/dental/vision insurance, VRS retirement, fully-paid life insurance, deferred compensation, supplemental benefit plans, paid time off and 14+ holidays a year.

Applications will be accepted until the position is filled.

Equal Opportunity Employer

The Town of Purcellville, Virginia

“Purcellville-your small Town, where history and progress intersect and people prosper,” is an award-winning town of approximately 10,000 residents located in Loudoun County, approximately 50 miles west of Washington, DC. Having received the 2021 Virginia Municipal League Innovation Award for Environmental Sustainability and in years past, the prestigious Siemens Sustainability Award for Small Communities, Purcellville continues to be honored for innovation and green initiatives. The Town most recently received the Tree City USA Award for the 14th consecutive year. The Town was reaffirmed as a AAA rated community by S&P Global Ratings, the highest credit rating possible, and was ranked “Safest City” in Virginia in 2020. Once a stop along the W&OD rail line, which has been converted to a multi-use trail from Alexandria, VA to Purcellville, the Town has maintained its historic old-town feel through the restoration and maintenance of its many downtown structures, reflecting the Victorian architecture popular during the early 1900s. Today, Purcellville is the economic hub of western Loudoun County and a popular weekend destination for antiquing, equestrian activities, farmer’s markets, wineries, breweries, distilleries and restaurants. More info at www.purcellvilleva.gov.

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Dept/Div: PW/Wastewater

FLSA Status: Non-Exempt

General Definition of Work

Performs technical work operating a wastewater treatment plant, taking samples, performing routine tests, ensuring proper plant operation, maintaining records and files, preparing reports, and related work as apparent or assigned. Work is performed under the moderate supervision of the Superintendent - Wastewater.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

- Makes tours of plant and checks engines, generators, pumps, tanks, filters, valves, and other equipment for proper functioning; monitors gauges, meters and control panels.
- Records readings from meters and instruments; maintains various records and logs on plant operations.
- Regulates and adjusts motors, pumps, blowers, valves and other apparatus, plant machinery, and equipment to meet changing operating conditions.
- Collects samples of raw sewage, primary treatment effluent, and grit for laboratory analysis; performs tests such as chlorine residuals, pH, etc.
- Checks dissolved oxygen in basins; inspects blowers and grit classifier.
- Operates solids handling equipment; runs the gravity belt thickener; adjusts flow, polymer, and belt speed settings; operates press system.
- Skims grease from settling tanks; backwashes filters; cleans bar screens; checks chemical tanks and fills with required chemicals; checks sludge levels; operates pump truck in the transportation of raw waste.
- Performs minor maintenance and lubrication on equipment; cleans and services pumps, motors, and other equipment.
- Makes minor or emergency repairs; reports defects to proper personnel.
- Performs minor preventive maintenance on plant equipment; assists with plant maintenance and repair.
- Performs general custodial and grounds maintenance work.
- May be required to work outside normal work hours (including weekends and holidays), in on-call and emergency situations.

Knowledge, Skills and Abilities

Some knowledge of the operating characteristics and maintenance requirements of a wastewater treatment plant; some knowledge of hydraulic, chemical, and mechanical principles pertinent to wastewater treatment plant operations; some knowledge of the occupational hazards of the work and of the necessary safety precautions; skill in the use and care of hand tools; ability to detect flaws in the operation of mechanical equipment and to determine proper remedial measures; ability to understand and follow oral and written instructions; ability to read meters and charts accurately and to maintain records of shift operations; ability to establish and maintain effective working relationships with associates, vendors, businesses, and the general public.

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Education and Experience

High School diploma or GED and minimal experience in the operation of a wastewater treatment plant or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of up to 50 pounds of force; work regularly requires standing, walking, speaking or hearing and using hands to finger, handle or feel, frequently requires reaching with hands and arms and occasionally requires sitting, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions, frequently requires exposure to wet, humid conditions (non-weather), working near moving mechanical parts, exposure to toxic or caustic chemicals and exposure to blood borne pathogens and may be required to wear specialized personal protective equipment and occasionally requires working in high, precarious places, exposure to fumes or airborne particles, exposure to extreme heat (non-weather), exposure to the risk of electrical shock and exposure to vibration; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

Special Requirements

Obtain a Class IV Wastewater Works Operator license within one year of hire.
Must meet and maintain all training and education requirements for position.
Valid driver's license.

Last Revised: 6/15/2023