

# STEVENS PASS SEWER DISTRICT

## Job Description

Job Title: **Wastewater Treatment Operator**

Reports to: Operations Manager

Status: Year round, FLSA non-exempt (hourly)

Date: June 2026

### JOB SUMMARY

The responsibilities of this position include performing a wide variety of minor and major maintenance and repair tasks of wastewater treatment and collection facilities and assisting in the operation of these facilities. Also performs routine wastewater treatment operational duties. This unique operation is located at and near the summit of Stevens Pass. As such, the incumbent can expect to work in challenging weather conditions.

### DISTINGUISHING CHARACTERISTICS

The incumbent is primarily responsible for performing laboring tasks to assist the Operations Manager in the operation and maintenance of wastewater treatment and collection facilities. The incumbent performs laboring tasks in inclement weather at a remotely located wastewater treatment plant and associated facilities while also participating in a continuing education and training program related to wastewater collection and treatment. The individual is flexible with regards to work assignments and days and times of work.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Operates wastewater plant per the NPDES permit.
2. Performs repairs, maintains and replaces vital equipment systems by lubricating motors and equipment, maintaining pumps, motors, and other equipment, performs plumbing and minor electrical tasks, maintains and repairs over the snow vehicles.
3. Performs general maintenance, painting, repair to building structures, equipment, and grounds.
4. Operates heavy machinery.
5. Maintains collection system as needed.
6. Performs laboratory sampling and analysis of wastewater.
7. Assist in wastewater operations, maintenance and process control (prepping and cleaning of treatment facility equipment and areas, performing laboratory sampling and providing emergency support at assigned facility).
8. Works with maintenance vendors as needed and provides assistance as needed.
9. Perform laboring tasks using hand or power tools or miscellaneous equipment at wastewater treatment plant and associated facilities.
10. Participate in continuing education and training programs related to wastewater treatment with the intent of receiving an Operator II certification.
11. Operate specialized equipment such as cranes, portable pumps and other related equipment.

12. Operate motor vehicles including automobiles, snowcats and snowmobiles in inclement weather and conditions.
13. Monitor and operate SCADA and computer equipment.
14. Effectively communicate potential problems and emergencies to Operations Manager and others as required.
15. Prepare purchase orders and other documents for Operations Manager's review.
16. Assist in maintaining security of treatment and collection facilities.
17. Will require shift, weekend, and holiday work.
18. Available for after hour emergencies.
19. Notifies supervisor of any problems or safety hazards.
20. Complies with all safety measures and procedures at all times.
21. Other duties or projects as assigned or as conditions dictate.

## KNOWLEDGE/SKILLS

Knowledge of mathematics and algebra. Basic computer skills including use of word processing and spreadsheet software. Basic knowledge of mechanical and electrical theory. Basic knowledge of industrial safety procedures and practices. Skill in operating basic hand and power tools. Skill in following basic written and oral instructions. Skill in communicating effectively with the general public, team members and other groups.

## LICENSING/CERTIFICATION REQUIREMENTS

- Washington State Drivers License.
- The incumbent will possess or obtain Wastewater Treatment Plant Operator Group I or Group 1 OIT certification within 9 months of beginning position with intent to become a Group 2 operator or Group 2 OIT within 24 months.

## QUALIFICATIONS

Must possess the ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Must possess the ability to apply common sense understanding to carry out instructions furnished in oral, written or verbal form.

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly required to stand; use hands to use hand tools, type and reach with arms or hands, and talk and hear. The employee is frequently required to walk, bend or kneel. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds, The employee is frequently exposed to adverse outside winter weather conditions. The employee may be required to park up to 1 mile away from jobsite and snowshoe into work site in severe winter weather.