

Town of Mayodan

Job Description: Backup Operator in Responsible Charge (ORC) – Wastewater Treatment Plant

Salary Range

Pay Grade 19: \$43,082.87 (Minimum) – \$64,624.30 (Maximum). Anticipated starting salary is expected to be in the low-to-mid \$40,000 range based on qualifications and experience.

General Statement of Duties

Performs responsible technical and supervisory work assisting with the operation, maintenance, and regulatory compliance of the Town's wastewater treatment plant. Serves as the Backup Operator in Responsible Charge (ORC) and assumes ORC duties in the absence of the ORC.

Distinguishing Features of the Class

Supports the ORC in overseeing plant operations and ensuring wastewater treatment processes meet all NCDEQ standards. Must be capable of independently operating the facility and making operational decisions when serving as acting ORC.

Essential Duties and Responsibilities

- Assists in daily plant operations and monitoring
- Serves as acting ORC in the absence of the ORC
- Monitors plant performance through sampling, testing, and laboratory analysis
- Maintains operational logs and reports
- Adjusts plant processes to maintain compliance
- Performs routine and preventative maintenance
- Assists with regulatory reporting and training
- Responds to emergencies and after-hours call-outs

Knowledge, Skills, and Abilities

Knowledge of wastewater treatment processes, environmental regulations, troubleshooting, record keeping, and communication skills.

Education and Experience

High school diploma or GED required. Wastewater treatment experience preferred or an equivalent combination of education and experience.

Special Requirements

Valid NC Wastewater Operator Certification (Grade 3 Biological or higher preferred), valid NC driver's license, and ability to obtain additional certifications as required.

Physical Requirements

Ability to perform physical work including lifting, climbing, bending, working in confined spaces, and responding to emergencies.

Working Conditions

Exposure to mechanical hazards, chemicals, wastewater, odors, noise, and outdoor elements.

FLSA Status: Non-Exempt