

## PROCESS CONTROL TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, the incumbent is responsible for process control activities and laboratory research in a large, wastewater treatment plant with the activated sludge process. The incumbent makes recommendations to maintain and improve plant processes. Oversight may be exercised over laboratory and operating personnel. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Monitors process conditions by reviewing daily log sheets and making visual observations of the entire wastewater treatment plant;

Develops and oversees the proper completion of systems, forms, and daily log sheets to be used by plant personnel;

Reviews all laboratory data and makes the necessary process control adjustments to meet the permit standards which govern the discharge of wastewater into the receiving streams;

Confers with supervisory plant personnel and others regarding adjustments to plant process and equipment;

Compiles, prepares, and submits reports to County, State, and Federal regulatory agencies;

Compiles and evaluates volumes of operating data and historical records to point out trends in chemical, water, electric usage and plant flow;

Oversees the training of laboratory personnel in new procedures;

Reviews and makes recommendations on the purchase of laboratory equipment needed to provide the required analysis;

Keeps abreast of new technology developments in the field of wastewater treatment;

Participates in testing and analytical work as required;

May participate in the preparation of the annual Budget;

Uses computer applications or other automated systems equipment such as spreadsheet, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles of wastewater treatment and control; good knowledge of the operations of a modern, type 3A (activated sludge) wastewater treatment plant; good knowledge of the principles and application of chemistry and bacteriology as applied to wastewater treatment and disposal; knowledge of the technology and equipment used in process control in a wastewater treatment facility; ability to make routine laboratory and field tests for control of plant operations; ability to communicate effectively, both orally and in

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: (cont'd) writing; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; mechanical aptitude; alertness and dependability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possess and maintain a Grade 3A Wastewater Plant Operator's Certificate issued by the New York State Department of Environmental Conservation and two years experience which involved the testing and analysis of water/wastewater.

SPECIAL REQUIREMENT: Depending on work assignment, must meet standards of OSHA regulation(s) 1910.132-140 - Personal Protective Equipment, and will be required to meet Federal, State and local standards with respect to health and safety.