

April 30, 1992

2522

TITLE: Industrial Pretreatment Coordinator

DEFINITION:

This is responsible work in industrial pretreatment waste inspection and regulatory management.

CLASSIFICATION STANDARDS:

The single position allocatable to this classification is responsible to the Waste Water Treatment Plant Manager. Work is performed under his general direction though discretion is used in working with industries/businesses. This class is distinguished from other classes by its strict emphasis in industrial pretreatment waste management.

ESSENTIAL DUTIES:

Inspects sewer lines and traps; samples wastes coming from industrial users to insure compliance with federal, state and city regulations; enters manholes, tanks and vaults for inspection and sampling.

Takes samples for laboratory analysis; reviews reports; discusses solutions to problems with industrial users; collects data and bills users for Waste Water Treatment Plant cost recovery; works with industrial users to resolve any problems that might arise.

Assists in laboratory in performing sample analysis on a time available and/or as needed basis.

Establishes and maintains sampling compliance records on industrial users; operates and maintains remote sampling equipment; recaps sample results for billing; reports results to industrial users; maintains computerized files and documents.

Understands industrial user facility, process operations, waste water characteristics and treatment system.

Collects information for issuing, or reissuing permit, contract, etc.

Must be familiar with work zone traffic control guidelines.

Performs other related work as assigned.

NON-ESSENTIAL DUTIES:

Maintains vehicle in clean condition; cleans office.

MINIMUM REQUIREMENTS:

Two (2) years of college level course work in biology, chemistry or closely related field, or an equivalent combination of education and experience.

LICENSE:

Valid Utah Drivers license.

TOOLS AND EQUIPMENT USED:

Pickup truck; portable flow meters and water samplers; miscellaneous hand tools; specific job related hand operated field sampling equipment; chemicals, bases and acids; manhole equipment holders; wooden rope ladder; portable laptop computer.

PHYSICAL DEMANDS:

Heavy lifting (up to 50 lbs). Strength and agility to enter manholes, vaults and tanks to install and remove monitoring equipment to complete inspections and to perform sampling.

ENVIRONMENTAL FACTORS:

Requires working in heavy traffic, exposure to weather conditions, chemical and hazardous wastes, toxic gases and wastes.

SELECTION FACTORS:

Knowledge of chemistry and the effect of chemicals upon the Waste Water Treatment Plant.

Knowledge of federal, state and local regulations pertaining to Waste Water and industrial waste disposal.

Ability to communicate effectively both orally and in writing.

Ability to work independently with little or no direct supervision.

Ability to establish and maintain effective working relationships with supervisors, other departments and staff, businesses and industries, and the public.

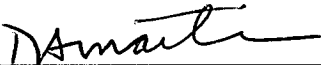
Ability to present matters clearly and persuasively before public bodies and management.



Department Director

7-21-92

Date



Mayor/CAO

9/22/92

Date