

**STATE OF WISCONSIN  
CLASSIFICATION SPECIFICATION**

**UTILITY PLANT OPERATOR**

**I. INTRODUCTION**

A. Purpose of This Classification Specification

This classification specification is the basic authority [under Wis. Admin. Code ER 2.04] for making classification decisions relative to present and future positions located within the classified service perform responsible work in a state operated waste water treatment or potable water pumping plant. This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions that currently exist, or those that result from changing program emphasis in the future. Rather, it is designed to serve as a framework for classification decision-making in this occupational area.

B. Inclusions

The positions in this classification are responsible a majority of the time for the operation and maintenance of a waste water treatment plant and auxiliary equipment and/or a potable water pumping plant and auxiliary equipment.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which meet the statutory definition(s) of supervisor and/or management as defined in Wis. Stats. 111.81(19) and (13) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which are, for a majority of the time, engaged in the operation and/or maintenance of power plant equipment and are more appropriately classified as Power Plant Operator.
3. Positions which are, for a majority of the time, engaged in maintenance of buildings and related systems and are more appropriately classified as Maintenance Mechanic.
4. Positions which are, for a majority of the time, engaged in custodial activities and are more appropriately classified as Custodian.
5. Positions which are, for a majority of the time, engaged in buildings and grounds maintenance and repair work and are more appropriately classified as Facilities Repair Worker.
6. Positions which are, for a majority of the time, engaged in semi-skilled work and are more appropriately classified as Laborer.

7. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employes enter positions within this classification by competitive examination.

## II. DEFINITIONS

### UTILITY PLANT OPERATOR

Positions in this classification are assigned responsible work operating a state owned waste water treatment plant and/or potable water pumping plant. Positions operate, service and maintain plant equipment and auxiliary equipment; test water; weigh out chemicals; blow sludge and backwash filters; keep records and make reports; and perform related work as required. Positions may also be assigned administrative responsibilities such as compiling work schedules; establishing and scheduling laboratory procedures for testing water; ordering supplies; preparing budgetary estimates; and preparing reports and other tasks necessary to maintain certification of the water treatment facility. In water treatment operations where more than one operator is located, some positions may be designated as “in-charge” of the utility operations or as leadworker to other operators.

Waste water treatment plant positions operate and maintain plant equipment including, but not limited to: comminuter; raw sewage pumps; raw sewage wet well; final effluent pumps; air blowers and air diffusers; final collector tanks; aeration tanks; return sludge and waste sludge equipment; sludge tanks; froth spray equipment; sludge pumps; alarm system; emergency generator; master control panel and metering system and other related equipment. Positions perform inspections of plant operations; take daily samples of raw sewage, final effluent, aerated waste water and return sludge; run a variety of tests as required by law; perform preventive maintenance on equipment; inspect drainage areas; and maintain the plant in a safe, clean manner through performance of custodial activities incidental to plant operation.

Potable water pumping plant positions operate and maintain plant equipment including, but not limited to: contraflo; scraper and mixer drive; clearwell; aeration unit; lift pumps; sludge pumps; lime feeders; carbon feeders; chemical feed pumps; mixing tanks; carbonmonoxide and chlorine feed equipment; rapid sand filters; air compressors and filters; air dryers; master control panels; backwash equipment; emergency generators and all other related equipment; and maintain the plant in a safe, clean manner through performance of custodial activities incidental to plant operation. Positions perform inspections of plant operations; take daily samples of water and perform a variety of tests as required on the hardness, pH, alkalinity, turbidity, temperature, chlorine content, etc.; record all tests and maintain records.

## III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

Select positions may require certification by the Wisconsin Department of Natural Resources as a Waterworks and Waste Water Treatment Plant and/or Septage Servicing Operator in order for the plant to meet certification requirements. This requirement will be determined on a position by position basis.

#### **IV. ADMINISTRATIVE INFORMATION**

This classification replaces the Utility Plant Operator classification created in February 1968 and abolished in June 1996. This classification was recreated effective June 9, 1996, as the result of a Personnel Management Survey and was announced in Bulletin CC/SC-53.

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