Town of Exeter
Exeter NH 03833

# *NOTICE OF VACANCY*

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| Date of Notice | June 29, 2018 |
| Position | **Wastewater Operator** |
| Pay Range | $20.02 – 26.67/hour (14 steps) & excellent benefits |

**Requirements:** The Town of Exeter is currently seeking a full time Wastewater Treatment Plant Operator for its Water & Sewer department. Individual will be responsible for the efficient and effective operation of the wastewater treatment plant during an assigned shift. Maintains appropriate local, state and federal report forms in accordance with rules and statutes. Acquires appropriate wastewater samples and conducts test procedures, as required. Maintains wastewater lift stations daily/weekly and assists Water & Sewer Maintenance Technician at times as required. Monitors and adjusts SCADA apparatus in accordance with appropriate procedures. Inspects plant equipment and machinery, making adjustments as needed and performs proper cleaning and maintenance tasks. Implements preventative maintenance program for sewer lift stations and wastewater treatment facilities. Performs bi-annual grease trap inspections. Ability to follow oral and written instructions and communicate effectively. Ability to maintain confidentiality of sensitive information. Experience and functional knowledge of Word, Excel and the ability to learn moderately complex software programs. Ability to work with the general public in a respectful, tactful manner. Ability to work with limited direction. Ability to establish a working knowledge of applicable state, local and Federal regulations, procedures and statures.

**Qualifications:** Knowledge of wastewater treatment systems and operations equivalent to completion of a high school diploma along with advanced courses from a two year college or technical school and one to three years of related experience, or equivalent combination of education and experience. Must possess the following: valid State of NH CDL Class B with air brake certification and have a good driving record; New Hampshire Grade I license for wastewater treatment, Grade II preferred; hold, or obtain within one year, NEWEA Class I Lab Technician Certification.

Applications available on Town website: www.exeternh.gov

**Email or mail application and resume to**:

dcisewski@exeternh.gov

Human Resources
Town Offices Building
10 Front St
Exeter NH 03833

Closing date - July 18, 2018

*The Town of Exeter is an equal opportunity employer and does not discriminate based on race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, age, veteran status, sexual orientation, or any other category protected by law.*