



# Water Treatment Plant - Seasonal Operator/Intern

## POSITION SUMMARY

Under the supervision of the Water Plant Superintendent & the Chief Water Plant Operator. Responsible for producing high quality drinking water to State of Michigan/EPA standards, operating lab equipment, calculating/maintaining chemical feed rates, and maintaining plant facilities and grounds.

## RELEVANT DETAILS

Seasonal/Internship, **Work days:** Fri: 11:00pm – 7:00am Sat, Sun: 7:00pm – 7:00am **Other days as needed up to 40 hours per week** \$18-\$25 per hour based on qualifications.

## APPLICATION PROCESS

Please submit a completed application to the City of Traverse City Human Resource Office, 400 Boardman Avenue, Traverse City, MI 49684 or via email to [jobs@traversecitymi.gov](mailto:jobs@traversecitymi.gov) Position will remain open until filled. Application link: [Application](#) Application QR code:



## ESSENTIAL JOB FUNCTIONS:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. With proper supervision, calculates the rates at which chemicals are fed into the system, adjusting dosages as necessary to correct levels.
2. Gathers readings periodically from charts, meters and recorders, keeping daily log sheets for the preparation of monthly reports.
3. Conducts regular inspections of the plant and equipment, maintaining the air system, chlorination system, chemical feed equipment, calibrating and adjusting instrumentation and lab meters when necessary.
4. Provides clerical support back-up work; uses a variety of office machines including computer and applicable software packages.

## REQUIRED KNOWLEDGE, SKILLS, ABILITIES & MINIMUM QUALIFICATIONS

1. Must be at least 18 years of age.
2. Possess & maintain a valid driver's license.
3. High School diploma or equivalent, with additional applicable related college course work as necessary to maintain ability and skills.
4. Upon satisfactory training, the City will assist the seasonal operator in applying for a F-4P provisional Michigan State certified license in water treatment.