



**CITY OF CARMEL**  
invites applications for the position of:  
**Ground Water Plant  
Operator**

An Equal Opportunity Employer

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**SALARY:** \$54,433.00 - \$70,394.00 Annually

**OPENING DATE:** 01/06/22

**CLOSING DATE:** 01/20/22 11:59 PM

**POSITION SUMMARY:**

The purpose of this position is to perform specialized work functions associated with groundwater plant operations and maintenance.

**ESSENTIAL JOB FUNCTIONS:**

*The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Monitors the SCADA system and makes control changes as needed to ensure quality and quantity of water in accordance with utility guidelines and procedures.
- Performs routine water quality tests specified by the daily log or when requested by a Senior Operator.
- Maintains, calibrates and adjusts chemical feed rates.
- Changes chlorine cylinders and fills chemical feed tanks.
- Performs calibration checks on continuous monitoring analyzers for chlorine, fluoride, pH and turbidity.
- Backwashes filters as necessary per Carmel Utility guidelines.
- Regen softeners as necessary per Carmel Utility guidelines.
- Informs supervisor of equipment malfunctions or required repairs.
- Repairs equipment as able and/or assists maintenance personnel with repairs.
- Maintains a daily log of plant activities by recording specific data and readouts.
- Performs on-call duties as scheduled or requested.

**Non-essential Job Functions:**

- Performs other related duties as required.

**KNOWLEDGE, SKILLS & ABILITIES:**

- Ability to review, assess and record data.
- Ability to understand and follow written and verbal instructions.
- Ability to exercise discretion in analyzing and selecting from alternate courses of action.
- Ability to communicate effectively with supervisor, co-workers and general public.
- Ability to perform addition, subtraction, multiplication and division.
- Ability to operate a motor vehicle to conduct work activities.
- Ability to respond to 24-hour on call per a rotating call schedule.
- Ability to work rotating shift and days off during summer schedule.

- Ability to exert heavy physical effort which could include some combination of climbing, balancing, stooping, kneeling and crouching.
- Ability to lift, carry, push, pull objects or materials weighing 20-50 pounds.
- Performance of essential functions may require exposure to adverse environmental conditions such as dirt, dust, pollen, fumes, moisture, humidity, rain, snow, machinery, vibrations, electric currents or toxic agents.

### **QUALIFICATIONS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:**

- High school diploma or GED supplemented by on-the-job training in a water utility.
- One (1) to two (2) years of experience in a water treatment plant
- Must have or the have ability to obtain Water Treatment Plant Operator Grade WT3 license and a Water Treatment Plant Operator WT5 license; ideal candidate will already have WT3 or WT5 license or equivalent by reciprocity. WT3 License: Ground Water wells with filtration, softening and chemical injection, serving a population greater than 10,000. WT5 License: Ground Water wells under the direct influence of surface water with filtration, softening and chemical injection serving a population greater than 10,000.
- Or any equivalent combination of education, training and experience.
- Must possess and maintain a valid Indiana driver's license.

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APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.carmel.in.gov>

Job #2022 - 002  
GROUND WATER PLANT OPERATOR  
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OUR OFFICE IS LOCATED AT:

One Civic Square  
Carmel, IN 46032  
317-571-2465  
317-571-2467  
[hr@carmel.in.gov](mailto:hr@carmel.in.gov)

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