



Job Description

Title: Wastewater/Water Plant Operator	Department: Public Works
Reports To: Public Works Director	Non-Exempt / Hourly
Safety Sensitive: Yes	Full Time
Last Edited Date: 10/15/2026	Approved Date: 10/14/2026
Classified: Yes	Salary \$64047 Annual

Purpose

Under general supervision this role, performs the operation and maintenance of the City Wastewater Treatment Plant, operates treatment facility in compliance with State of New Mexico regulations.

Essential Functions

Essential functions may include any of the following tasks, knowledge, skills, and other characteristics. The following list is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.

- Monitors daily operations of the City wastewater treatment plant, performs process control sampling and testing and provides necessary adjustment to plant operations, performs routine maintenance on mechanical equipment, inspects sewage system lift stations and obtains effluent samples for testing, maintains the grounds of the wastewater treatment plant.
- Inspects lift stations, well houses, booster systems, and water storage facilities on a scheduled basis; assist maintenance staff with work and troubleshooting of sewage pumps, sewer and water mains, as needed. Responds to customer complaints and questions.
- Responds to operational disruptions and breakdowns of wastewater treatment plant. Maintains, develops, and files daily reports and records of maintenance and plant operations, assists with communication between City departments, contractors and the public.
- Responsible for workplace safety, performs preventive maintenance and other general maintenance activities; operates a variety of tools and equipment and landscape maintenance equipment.
- All other duties as assigned.

Requirements

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Required Knowledge and Skills:

- Knowledge of wastewater treatment design plans and other operational documentation and specifications for the operation and maintenance of the City wastewater treatment facilities.
- Knowledge of City of Moriarty policies and procedures.
- Knowledge of Federal and State codes and regulations relating to water, wastewater treatment, and workplace safety.
- Knowledge of water, sewer, and wastewater treatment plant operations and maintenance needs and capacities.
- Skill in reading, interpreting, understanding, and applying applicable Federal and State rules and regulations, and City of Moriarty Policies and Procedures.
- Skill in working with technical specifications, construction plans, and drawings.
- Skill in establishing and maintaining cooperative working relationships with the public, department staff, other City departments, and contractors.
- Skill in communicating effectively orally and working with maintenance staff in the efficient and timely performance of quality work.

Education, Experience, Work Experience, Certifications and Licenses:

- A High School diploma plus two (2) years of experience in the operation and maintenance of permitted wastewater treatment plants and sewage collection systems.
- A valid driver's license without a record of suspension or revocation. Good driving record.

Environmental Factors, Work Conditions and Physical Requirements:

- Must be in excellent physical condition because the job requires daily physical effort. There is standing, sitting, climbing, crawling, bending, reaching, pushing, crouching pulling, and stooping. This job requires walking, sitting, driving, and repetitive hand motions.
- Work is performed primarily in internal and outdoor environments with exposure to hazardous work situations, infectious diseases, inclement weather, and varying temperatures (extreme hot and cold).
- Must be able to lift heavy objects, up to 80 pounds.
- Work requires the ability to speak, hear, touch, and see.
- Must meet all physical standards and demands of the job.
- Work requires regular and punctual attendance, callouts, call-backs, as well as attendance at meetings and special events outside the normal work schedule.

Additional Special Qualifications/Requirements:

- Water Certification Level II is preferred and will be required within 6 months of employment.
- Wastewater Certification Level III is preferred and will be required within 6 months of employment.

Tools and Equipment Utilized:

- Computers and conventional office equipment
- Hand and power tools



- Testing and collection equipment
- Heavy equipment and machinery – Wastewater plant equipment
- Driving large trucks and motorized vehicles.

I attest that I can do the essential functions and meet the requirements of this job description.

Print Name

Signature

Date