



---

City of Glencoe ♦ 1107 11<sup>th</sup> Street East, Suite 107 ♦ Glencoe, Minnesota 55336  
Phone: (320) 864-5586

---

## **Wastewater Treatment Plant Operator**

**SALARY:** 26.00 – 27.37 Starting Range

**OPENING DATE:** 05/18/2022

**CLOSING DATE:** 06/03/2022

**DESCRIPTION:**

**Department:** Public Works – Wastewater/Water Treatment Facilities

**Immediate Supervisor:** Wastewater Supervisor

**Direction of Others:** None

**DUTIES / RESPONSIBILITIES:**

The City of Glencoe Wastewater Treatment Facility, recently reconstructed, provides wastewater treatment that results in high quality effluent into the Buffalo Creek. The average daily flow through the activated sludge treatment process is 0.6 MGD with the maximum peak flow of 6 MGD. This plant operator position performs a variety of routine and preventative maintenance activities at the wastewater treatment facility with additional responsibility assisting in the water treatment plant operations.

Duties include (but not limited to):

- Collection of process control samples
- Certified laboratory testing
- Pump maintenance and repair
- Lift station maintenance and repair
- Collection system maintenance and repair – jetting, manhole inspections
- I & I Camera Inspection

**Mayor:** Ryan Voss    **City Administrator:** Mark Larson  
**Council Members:** Allen Robeck – Paul Lemke – Cory Neid – John Schrupp – Sue Olson



---

City of Glencoe ♦ 1107 11<sup>th</sup> Street East, Suite 107 ♦ Glencoe, Minnesota 55336  
Phone: (320) 864-5586

---

- Assist in water treatment plant operations
- Biosolids land application
- Stormwater collection system maintenance

#### **REQUIRED QUALIFICATIONS:**

- High School Diploma or Equivalent
- Valid class D Minnesota driver's license with the ability to obtain a class A CDL with airbrake and tanker endorsements within 1 year of date of hire
- Ability to obtain class D wastewater license within 2 years of date of hire
- Mechanical and electrical systems knowledge

#### **DESIRED QUALIFICATIONS:**

- Certificate or degree from a one- or two-year program in wastewater or water technology, biological, natural, or chemical sciences
- Experience working in a wastewater or water treatment plant and/or collections system
- Valid Class D or higher MPCA wastewater and/or water operator certification
- MPCA Type 40 waste disposal operator license
- Experience or knowledge of process control laboratory testing practices
- Valid Class A Minnesota CDL with airbrake and tanker endorsements

Applications are available at the City Offices at the Glencoe City Center or online at [www.glencoemn.org](http://www.glencoemn.org). For consideration email or mail completed application and resume to: [mlemen@ci.glencoe.mn.us](mailto:mlemen@ci.glencoe.mn.us) or Glencoe City Center, 1107 11<sup>th</sup> St E, Suite 107 Glencoe, MN 55336.