

Narragansett Bay Commission (NBC)

VACANCY NOTICE

Title of Position: Process Monitor Reference Position No. BP050
Salary Range: Gr.U6 \$23.93 - \$31.40 Starting Salary \$23.93 Application Period: 2/19/19 to 2/26/19
Division--Section--Unit: Operations & Maintenance Division/ BPWWTF
Assignment(s) Comments _____
Shift and Days: 11 PM – 7 AM; Days Off: Tuesday & Wednesday Location: East Providence
Restrictions/Limitations none
Position Covered By Collective Bargaining Union Agreement Yes XX No _____
Name of Bargaining Unit Union Council 94, Local 1010

DUTIES/RESPONSIBILITIES:

The Process Monitor is responsible for monitoring the data from the plant's computers and electronics and adjusting operations to maintain compliance with standards and regulations. Serve as a lead to lower level staff regarding the operation of the plant and troubleshooting problems. Monitor and operate a variety of computers and electronics in the monitoring of plant operations. Monitor plant readings and adjust plant levels based on operational procedures and guidelines in order to maintain proper plant operations. Maintain a variety of logs, reports, and documentation regarding plant operations and readings. Oversee and/or respond to alarms or operational problems within plant property and at remote locations and takes corrective action based on defined procedures or supervisor direction. Assist with completing applicable regulatory reports and working with related agencies. Skill in operating a computer and applicable software applications. Perform all duties of an Operator I or II as assigned. Perform other duties of a similar nature or level.

EDUCATION/EXPERIENCE/SPECIAL REQUIREMENTS:

EDUCATION: High School Diploma, or G.E.D.; and

EXPERIENCE: Two years of experience as an Operator II.

Or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. Special Requirements: At the time of appointment, must possess a Full Grade II Operator's certification license for wastewater treatment plant (Ch. 42-17.4-6 of the General Laws of 1956, as amended), and must possess valid driver's license in good standing.

AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:

• REASONABLE ACCOMMODATION:

If an applicant is unable to perform any essential job functions because of his/her disability, but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for the position.

• MEDICAL INFORMATION:

Successful completion of a pre-placement physical examination and drug screen will be required after a conditional offer of employment has been made.

Apply within the application period as shown on this announcement. This Agency does not assume responsibility for applications sent through the mail. *NOTE:* The Narragansett Bay Commission union contracts allow a 3 day grace period for its members only. Bureau of Criminal Identification background check will be performed after a conditional offer of employment has been made.

SEND RESUME OR APPLICATION TO:

**The Narragansett Bay Commission
Human Resources Office**

One Service Road
Providence, RI 02905

TEL: 401-461-8848/ TTY (RI Relay Operator): 711

FAX: 401-461-2242

or e-mail hr@narrabay.com. E-mailed resumes must be in MS Word Format.

