

**New York State Department of Civil Service**  
DIVISION OF CLASSIFICATION & COMPENSATION

Tentative Classification Standard

**Occ. Code 7302200**

**Filter Plant Operator, Grade 9 7302200**  
**Senior Filter Plant Operator, Grade 12 7302300**

Brief Description of Class Series

Positions in this series operate filter plants to purify water for consumption. Most positions are classified at the Department of Corrections and Community Supervision, with others in the Office of Parks, Recreation and Historic Preservation, the Office for People with Developmental Disabilities, and the Office of Children and Family Services.

Distinguishing Characteristics

Filter Plant Operators at both levels perform similar duties in the operation of water purification systems. The level of Filter Plant Operator is determined based upon the type, size, and variety of equipment operated, and level of certifications issued by the Department of Health. Senior Filter Plant Operators operate the more complex systems that feature rapid sand filter with coagulation, sedimentation, filtration, micro-filtration, ultra-violet (UV) disinfection, chlorination, or chemical control of effluent, or operate water purification and wastewater treatment filtration systems that are collocated at the same facility.

*Filter Plant Operator:* full performance level; under the general direction of a Senior Filter Plant Operator or higher-level operation staff; operates water filtration plants; may perform semi-skilled maintenance activities, depending on workload needs; and may be responsible for a water treatment plant, or supervise a shift at a larger plant.

*Senior Filter Plant Operator:* advanced performance level or supervisory level; under the general direction of higher-level facility operation staff, operates the larger and more complex water filtration plants; and may supervise Filter Plant Operators and other staff. When operating collocated water treatment and wastewater filtration systems, the Senior Filter Plant Operator supervises Wastewater Treatment Plant Operators, and possesses an appropriate wastewater certification issued by the Department of Environmental Conservation.

## Related Classes

Wastewater Treatment Plant Operators operate and maintain wastewater treatment plants of various types and capacities.

## Illustrative Tasks

### *Filter Plant Operator*

Monitors and adjusts control panels, gauges, chlorinators, filters, and other equipment.

Takes samples of water, performs tests, and records test results.

Adds chemicals and adjusts water treatments to meet quality standards; maintains chemical storage monitoring requirements.

Communicates with and escorts regulator inspectors as needed.

Cleans, repairs, calibrates, and maintains pumps, screen valves, meters, other testing equipment and systems, and the physical plant.

Removes, cleans, backwashes and replaces filters and screens.

Adds sand to and rakes filter beds.

Orders supplies, chemicals, and maintenance parts and equipment.

Produces and maintains records related to work activities, inventory, monitoring, and testing.

Produces and submits reports about testing and maintenance.

May instruct and supervise other staff in the operation and maintenance of plants and equipment.

### *Senior Filter Plant Operator*

Performs all of the duties and responsibilities of Filter Plant Operator, but over more complex systems, or operates water purification and wastewater treatment filtration systems that are collocated at the same facility.

May perform the full range of supervisory duties such as approval of leave; track time and attendance; identify staff development needs; evaluate staff performance; and complete performance evaluations.

## Minimum Qualifications

### *Filter Plant Operator*

Non-competitive: Certification from the Department of Health in the grade required for operation of the water treatment plant to which assigned. Appointees may be temporarily employed pending certification but must be removed if they fail to achieve certification.

### *Senior Filter Plant Operator*

Non-competitive: Certification from the Department of Health in the grade required for operation of the water treatment plant to which assigned. Appointees may be temporarily employed pending certification but must be removed if they fail to achieve certification.

**Note:** Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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