



Falkland Islands Government – Job Description

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|--------------------|---|------------------|--------|
| Job Title: | Filtration Plant Mechanical Handyperson/Filtration Plant Operator | | |
| Department: | Public Works Department | Section: | Water |
| Reports to: | Water Supervisor | | |
| Grade: | F | Job Code: | 357FP4 |

Job Purpose

A combined role to encompass the purpose of the mechanical handyman as a primary role with a secondary role as filtration plant operator as required to cover holidays and sick leave. This ensures appropriate levels of cover in the shift system, while also filling the mechanical handyman accountabilities.

Job Facts & Figures:

Close working with three Filtration Plant Operators, and Assistant Supervisor.

Equipment in filtration plant and pump houses in excess of £2,000,000.00 in value

Main Accountabilities:

Mechanical Handyman

- Monitor and maintain the sensory equipment in the WTW, including water chemistry sensors.
- Monitor and maintain the chemical dosing equipment for safe and secure operating, while also ensuring there are sufficient spares and equipment to maintain the dosing equipment.
- Monitor and maintain valves and couplings within the WTW and raw water delivery network.
- Monitor and maintain the raw water pumping stations at Moody Brook and the Murrel area to ensure that the raw water pumps are operating correctly and efficiently.
- Assist with installation of new/upgraded equipment in the WTW including equipment selection.
- Maintain records of maintenance and repairs completed, i.e. calibrations.
- Assist with repairs to water network, and operating of the WTW if required.
- Keep plant in neat and tidy condition which from time to time includes painting and decorating.

Filtration Plant Operator

- Prepare, monitor and control the laboratory testing procedures to ensure that the clarification and filtration process are normal and the chemical residuals in the water are normal.
- Prepare, monitor and control the chemical doses and chemical dosing process mixing of chemicals; this will ensure good chemical coagulation and good chemical residuals in final water (treated).
- Monitor and control the raw water in the catchment area to ensure that the dam is full and the raw water pumps, pump sufficient water to the raw water reservoir in town.



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Main Accountabilities: (Continued)

- Prepare, monitor and control the chemical doses and chemical dosing process mixing of chemicals; this will ensure good chemical coagulation and good chemical residuals in final water (treated).
- Monitor and control the raw water in the catchment area to ensure that the dam is full and the raw water pumps, pump sufficient water to the raw water reservoir in town.
- Maintain records of production/consumption of water in Stanley.
- Monitor and control lab pH meters, ensuring that all equipment is working and calibrated if necessary.
- Monitor and control the chemical storage area and chemicals used. Check for sufficient chemicals, if not enough, order more through the supervisor.
- Keep plant in neat and tidy condition which from time to time includes painting and decorating

Additional Information:

While working as Mechanical Handyman

- Working with filtration plant operators to ensure a safe and efficient working environment. Working hours 08:00-12:00 and 13:00-16:30 Monday to Friday with occasional overtime.

While working as Filtration Plant Operator:

- Being the only person in the water treatment works for almost 70% of the working hours, the post holder must be able to work by alone for long periods of time.
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- Shift system 06:30 – 14:00 Friday to Friday (Followed by four days off)
14:00 – 21:30 Wednesday to Tuesday (Followed by two days off)
- Noted that two weekends out of three are worked.

The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role, skills and grade.



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| Person Specification: | Filtration Plant Mechanical Handyperson/Filtration Plant Operator | | |
|--|---|-----------|-------------------|
| Criteria | Essential | Desirable | Assessment Method |
| Education and Training: | | | |
| NVQ 2 in water treatment or equivalent experience in a relevant subject | ✓ | | A |
| High level of literacy and numeracy | ✓ | | A |
| Must be willing to gain NVQ 2 within 2 years if not held | ✓ | | A/I |
| Clean Drivers Licence | ✓ | | A |
| GCSE or equivalent C and above in science or chemistry, English and maths. | ✓ | | A |
| Relevant mechanical qualifications, i.e. electrical pumps and rotary motors. | | ✓ | A |
| Confined space and working at height certificates | | ✓ | A |
| Knowledge, Skills and Experience: | | | |
| Minimum of two years' experience of working in water treatment plant or fluid processing unit | ✓ | | A |
| Ability to understand and use computer MCC readouts | ✓ | | A/I |
| Ability to follow safe working practices and procedures, understand and follow written instructions and react appropriately to feedback | ✓ | | A/I |
| Good mechanical knowledge | ✓ | | A/I |
| Good understanding of electric motors and rotary pumps. | ✓ | | A/I |
| Logical, mature approach to work with the ability to work alone and on own initiative | ✓ | | A/I |
| Ability to make all decisions associated with water production either in normal running or in an emergency situation. | ✓ | | A/I |
| Good interpersonal skills | ✓ | | I |
| Ability to work in a cold wet environment | ✓ | | I |
| Personal Attributes: | | | |
| A strong team player, with an awareness of the abilities of others | ✓ | | I |
| Flexible approach to work as there will be some requirement to work overtime, outside of normal working hours, depending on operational requirements | ✓ | | A/I |



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| Person Specification: | Filtration Plant Mechanical Handyperson/Filtration Plant Operator | | |
|---|---|-----------|-------------------|
| Criteria | Essential | Desirable | Assessment Method |
| Even temperament and polite manner | ✓ | | I |
| Sufficiently fit to carry out any of the tasks required | ✓ | | I |
| Ability to remain calm under pressure and work well to prescribed deadlines | ✓ | | I/R |

Method of assessment:

A - Application Form

I - Selection Interview

R – Reference