

Position Title: Water Division -
Water/Distribution System Operator

Position Code:

Date of Description: November 2017

JOB SUMMARY

This is presently a union position. The principal function is the performance of duties in the maintenance and repair of a water distribution system which includes a water filtration plant and several pump stations. Works under the direct supervision of the Water Division - Working Foreman.

DUTIES AND RESPONSIBILITIES

The Water Division - Water/Distribution System Operator shall:

1. Perform duties including, but are not limited to, facility repair and maintenance, systems repair and maintenance, building and grounds maintenance, and all associated equipment maintenance. This requires weekend duties as scheduled.
2. Be able to perform operating functions at the Water Filtration Plant.
3. Perform such other work as the Public Works Director, the Assistant Public Works Director and/or the Water Division - Working Foreman deem necessary.
4. Take individual responsibility for working in a safe manner and adhere to, and comply with, all Town policies.

SKILLS AND EXPERTISE

The Water Division - Water/Distribution System Operator shall:

1. Possess a high school diploma or equivalent.

2. Be, or be able to obtain within 24 months, a Class 4C Vermont Water Certification.
3. Have a willingness to work under the direction of the Public Works Director, the Assistant Public Works Director and the Water Division - Working Foreman. A willingness to work with other employees in the performance of his/her duties.
4. Have the ability to read, record and understand figures, learn plant operations and read and understand simple blueprints, regulations, guidelines and operations materials.
5. Be able to excel in a team oriented, customer driven environment.
6. Perform work outside of plant operations on the distribution systems including pipe line repairs and other work deemed necessary.
7. Have experience with heavy road equipment and be able to operate it.
8. Have a Vermont Commercial driver's license maintained in good standing with 2 years of driving experience. Class B license is required. A Class A license must be obtained within six (6) months of employment.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Water Division - Water/Distribution System Operator shall be able to:

1. Use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms.

2. Stand; walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.
3. Frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.
4. Use specific vision abilities including close vision, distance vision, color vision, depth perception, and have the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____ Approval: _____
Supervisor Employee

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