

Heceta Water People's Utility District

Title: Operator 2

Position Status: Non-exempt

Reports to: Lead Water Operator

Salary: \$48,503-\$75,243 Annually

\$23.31-\$36.17 hourly

Purpose of Position:

The water operator classification is a hands-on position that operates and maintains the raw water intake, water treatment plant, distribution lines, and reservoirs. This classification ensures the continual production and delivery of high quality water to all district customers.

Distinguishing Characteristics:

Under general supervision, this position works safely independently or in a group setting. You will be expected to develop good rapport with fellow co-workers, contractors, supervisor, and customers. You are expected to communicate in a courteous, constructive and patient manner with associates and the public. This position takes on-call duties necessary to provide adequate coverage of the water system, requiring the operator to live within 30 minutes of the District's office. A cell phone is issued to all employees who respond to emergencies in the District. This is a unique position which requires knowledge of the water industry, safety, operations and maintenance practices within all areas of a water treatment plant, distribution system and reservoirs.

Essential Job Functions:

The essential functions include, but are not limited to, the following duties and responsibilities, which are listed in no particular order of importance.

- Must be able to communicate both orally and in writing.
- Must have safe work practices.
- Must have knowledge of water industry rules and regulations.
- Complete sampling for bacteria, and all other contaminants necessary to keep the District in compliance with EPA and the State of Oregon. This includes taking samples and conducting analysis of raw and finished water quality. Evaluate data and make process control adjustments in the treatment process to ensure water quality.
- Be able to inspect, operate, troubleshoot and test necessary plant and pump station operation equipment, such as chemical feed equipment, clarifier and filter process equipment, large and small pumps, telemetry sensory equipment, transmission lines, reservoirs and related equipment.
- Able to work safely, wearing required personal protective equipment around hazardous chemicals.
- Operate emergency call equipment, cell phones, computer and specialty software.
- Able to read water line prints, graphs, gauges, charts and interpret the data to make changes in plant process and distribution flows.
- Proficient in operation of backhoe, air compressors and all other equipment necessary to keep the District operating.

- Install new and replace old water services.
- Flush, install, repair, and replace fire hydrants.
- Install, repair and replace distribution line valves.
- Repair water main both as preventative measure and in an emergency mode.
- Install and replace blow-off assemblies.
- Install and re-plumb system air-vacs.
- Maintain, rebuild and troubleshoot PRVs.
- Tap water mains to install new water meters.
- Restore landscaping and property in areas where work was performed.
- Locate water services and mains.
- Respond to customer complaints and requests.
- Use various tools and equipment to perform water service - hydrant, valve, water main, and PRV maintenance.
- Complete required paperwork, such as work orders, plant compliance forms.
- Read water meters as required.
- Account for all inventory parts and tracks parts from warehouse to the job site.
- Attend Board meetings when requested.
- Perform pressure/flow tests on services.
- Perform preventative and corrective maintenance on equipment to ensure safe, efficient, and reliable operation.
- Perform routine custodial/maintenance duties to keep building, furnishings and grounds clean and in good appearance.
- Perform a variety of laboratory tests and other analyses including testing for pH, turbidity, iron and total suspended solids.
- Ensure adequate supplies of chemicals for water analysis and treatment.
- Follow all safety rules and procedures established for work areas.

Mandatory Requirements

Minimum education is equivalent to a high school diploma; you must obtain within six months, as a condition of employment, Oregon Health Authority's (OHA) Water Treatment Level 2 with Filter Endorsement and Water Distribution Level 2 certifications, a current First Aid and CPR Card and a current flagger's card. You must have an Oregon Driver's License with a good driving record and able to be insured with the District's insurance carrier. Must be clean shaven for respirator program.

Physical Demands of Position:

The work is performed both indoors and outdoors, often in inclement weather. Work is performed in ditches and vaults and sometimes close to fast moving vehicular traffic. You may have to lift heavy (over 50 lbs.) tools, equipment and materials. Work involves physical activities including, but not limited to walking, standing, kneeling, bending, stooping, lifting, climbing and twisting.

Supervision Received:

Work under the general supervision of the Lead Water Operator and/or the General Manager.