

P.U.D. NO. 1 OF PEND OREILLE COUNTY

UNION JOB DESCRIPTION

Job Title WATER SYSTEM OPERATOR I

Approved By:

Incumbent Date

Water Systems Manager Date

Director, Regulatory Date
& Environmental Affairs

General Manager Date

REPORTS TO: Water System Manager

SUMMARY:

Work assignments are performed independently in accordance with established methods, procedures and prescribed standards as required by the P.U.D. and the State of Washington. Work is reviewed for quantity, timeliness, quality and conformance with instructions, procedures, and regulations. Occasionally works under the supervision of a line foreman during periods of emergency where ground assistance to journeyman linemen is required.

REQUIREMENTS, DUTIES AND RESPONSIBILITIES:

The Water System Operator I operates and maintains water systems at various developments and municipalities and is licensed to perform the same by the State of Washington.

1. The incumbent must possess and be able to maintain a Water Distribution Manager (WDM)I License, and obtain a Water Treatment Operator Level 1 license within one (1) year from date of hire. A Cross Connection Control Specialist Certification must also be obtained within 1 year from date of hire. Must be able to acquire Continuing Education Units (CEU's) in order to maintain required licenses/certifications.

Must become knowledgeable regarding the operations of surface water filtration facilities. Must have demonstrated experience in the operation and maintenance of drinking water systems.

2. Is familiar with and able to implement maintenance and repair procedures for chlorine and turbidity monitors (calibration).

3. Must be able to safely apply chemicals and perform water quality sampling to ensure proper chlorinating of drinking water systems where required.
4. Required to have basic knowledge of electricity and thorough/extensive knowledge of pumping and water distribution systems.
5. Must be able to install, maintain and repair P.U.D. facilities extending from water source to individual customer premises.
6. Performs water hook-ups and inspections on new accounts.
7. Makes periodic visits to various pumping sites, inspects system for proper operation, and performs remedial work where necessary. Performs associated record keeping tasks.
8. Must be able to analyze system problems to the extent required to ascertain whether they can be adequately repaired by the Water System Operator or must be addressed by journeyman electricians or mechanics with greater technical expertise and/or equipment to make needed repairs.
9. Performs water sampling as required; maintains and records data per Washington State requirements. Fills out and submits reports accordingly.
10. Required to drive extensively (via pickup truck) in all kinds of weather conditions in the performance of duties.
11. Transports materials, equipment and reports to various P.U.D. facilities throughout Pend Oreille County.
12. Performs all duties in a manner which will ensure his/her safety, as well as the safety of others.
13. Operates various tools and equipment (such as wrenches, drills, valves, trucks, backhoes, snowmobiles, etc.,) in the performance of duties.
14. Must have basic computer and math skills, as well as the ability to record data and complete monthly reports.
15. Must be physically able to perform tasks under variable climate and terrain conditions, including driving, climbing, crawling and lifting of objects that may occasionally weigh in excess of 50 lbs.
16. Is subject to call-out on emergency or planned outages.
17. Assists line crews when necessity dictates.
18. May perform other duties for which the employee is qualified and can be

performed safely (alone or under the direct supervision of a qualified and trained individual). Such duties may include:

- Operation and general maintenance of aquatic weed (e.g. milfoil) management machinery.
 - Perform underground locate activity as needed for both the water and electric systems.
 - Assist with general shop/grounds maintenance activities at Production facilities.
 - May be assigned to perform meter reading.
19. Responsible for maintaining positive, diplomatic and cooperative relationships with the public and all District personnel.
20. Possession and maintenance of a valid State Drivers License is required, along with a Class A CDL endorsement.

The District has the right to modify, change or eliminate portions of the job description in relation to District needs.

GENERAL REQUIREMENTS

This position requires a High School Diploma (or equivalent), along with a minimum two years experience as a WDM 1 licensed operator.

The District will require the job incumbent to engage in ongoing training/education, particularly with respect to required licenses/certifications.