

**FARMINGTON CITY
Job Description**

Title: Water Systems Operator II	Code: 547
Department: Public Works	Last Revised: 10/2007
Grade: 10	Effective Date: 1/1/96

GENERAL PURPOSE

Performs a variety of apprentice level skilled duties related to the construction, installation, maintenance and repair of city water system.

SUPERVISION RECEIVED

Works under immediate to close supervision of the Water Supervisor and Water Systems Operator III as assigned.

SUPERVISION EXERCISED

Provides immediate supervision to Water Systems Operator I while in training or on a project-by-project basis.

ESSENTIAL FUNCTIONS

Water: Assist in inspecting and performing installation or repair of water service connections, water lines and meters, repairs or replaces fire hydrants and plugged water meters; repairs water mains; thaws frozen lines; cleans and maintains storage tanks; connects and disconnects service; searches out shut off valves; water line leaks; assists in placement of pipe and water regulators; removes, disassembles, cleans or replaces defective parts of regulators, adjusts pilot valves as needed to assure efficient water line service.

Assists in monitoring city water well storage levels; assuring adequate water supply during summer months and assuring proper operation of telemetering equipment.

Utilizes maps and records during emergency situations. Conducts water sampling and delivers to county health for analysis; monitors chlorine levels; tests water using DPD tester to assure proper chlorine residual level; reads water flow meter, and chlorine pound per day gauge.

Assists in maintaining pump houses, repairing water/booster pumps, removing and disassembling pumps; cleaning and replacing defective parts, greasing bearings, adjusting packing and reinstalling in pump houses; monitors chemical tank level - filling when needed – repairs chemical lines.

Operates various types of heavy equipment such a dump truck, backhoe, rollers and trenching equipment. Installs new water lines using forklift, pipe threader, tapping machine, welder and pipe cutting saw, uses pipe and cable located to locate old water lines; operates a variety of hand tools and small power equipment; tears out and repairs curb, gutter and street in locating and uncovering broken lines; installs meter boxes; and meter box extensions to raise or lower existing boxes as needed.

Re-reads residential and commercial water meters as needed to monitor customer water usage; occasionally performs field and shop repairs on water meters. Distributes "shut off notices" when assigned.

Participates in work zone safety procedures; flags on coming vehicles to protect the public and workers; sets up warning signs and signalization equipment. Trains lower level water system operators in the operation of the city's water system.

Assists with other Public Works Department functions such as park, cemetery or street maintenance or construction when required.

Assists in the repair of City equipment, maintenance vehicle repair records and the cleaning of City Shop and yard areas.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school;

AND

B. Two (2) full year's experience in construction, maintenance or repair of water distribution systems;

C. An equivalent combination of education and experience. (Must be recommended to this position by Public Works Director.)

2. Knowledge, Skills and Abilities:

Working knowledge of municipal water supply and distribution systems including maintenance of pumps, pressure lines, pressure reduction valves, fire hydrants, valves, telemetering systems and reservoirs; the standard practices, methods, materials and tools necessary for pipe line construction and repair activities; pipe fitting procedures, pipe classifications and type; the occupational hazards and safety precautions of trench work construction and pipeline maintenance work; hazards common to heavy equipment operation; hazards associated with water treatment chemicals; **Some knowledge of** state or federal regulations governing installation and maintenance of water systems; water quality laws; operation of manual and power tools.

Ability to operate heavy equipment of various kinds under varying conditions; make minor repairs on assigned vehicles, perform heavy physical labor; develop and maintain effective working relationships with co-workers, elected officials, local agencies and the general public; communicate effectively, both verbally and in writing; work from blueprints; tolerate weather extremes in the work environment; ability to perform basic mathematical computations in reading and various meters, gauges and related devices.

3. Special Qualifications:

Must possess a Class II Water System Operator Certification.

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Must possess a valid Commercial Driver's License. Must be able to lift 50-75 pounds.
Must be willing to work on-call duty and 24-hour standby.

4. Work Environment:

Tasks require variety of physical activities, generally involving muscular strain, related to walking, standing, stooping, sitting, reaching. Talking, hearing and seeing essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking. Daily local travel required in normal course of job performance.

HIRING POLICIES

Farmington City Corporation is an Equal Opportunity Employer. Farmington City will not base its hiring decisions on non-meritorious factors such as race, color, national origin, sex, religion, or age. Farmington City will not refuse to hire a disabled individual who is capable of performing the essential requirements of the position with reasonable accommodations when they do not create an undue hardship.

Any applicant who is chosen as the top candidate for the position will be required to submit to a physical examination to determine if he/she is able to perform job-related functions. Hiring is also conditioned upon submission to and successfully passing of a blood and urine test to screen for the presence of drugs and alcohol.

**FARMINGTON CITY
Job Description**

Title:	Water Systems Operator I	Code:	545
Department:	Public Works	Last Revised:	
Grade:	8	Effective Date:	1/1/96

GENERAL PURPOSE

Performs a variety of entry level semi-skilled duties related to the construction, installation, maintenance and repair of city water system.

SUPERVISION RECEIVED

Works under immediate supervision of the Water Supervisor and Water Systems Operator III and II as assigned.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Water: Assist in inspecting and performing installation or repair of water service connections, water lines and meters, repairs or replaces fire hydrants and plugged water meters; repairs water mains; thaws frozen lines; cleans and maintains storage tanks; connects and disconnects service; searches out shut off valves; water line leaks; assists in placement of pipe and water regulators; removes, disassembles, cleans or replaces defective parts of regulators, adjusts pilot valves as needed to assure efficient water line service.

Assists in monitoring city water well storage levels; assuring adequate water supply during summer months and assuring proper operation of telemetering equipment.

Utilizes maps and records during emergency situations. Conducts water sampling and delivers to county health for analysis; monitors chlorine levels; tests water using DPD tester to assure proper chlorine residual level; reads water flow meter, and chlorine pound per day gauge.

Assists in maintaining pump houses, repairing water/booster pumps, removing and disassembling pumps; cleaning and replacing defective parts, greasing bearings, adjusting packing and reinstalling in pump houses.

Operates various types of heavy equipment such a dump truck, backhoe, rollers and trenching equipment. Installs new water lines using forklift, pipe threader, tapping machine, welder and pipe cutting saw, uses pipe and cable located to locate old water lines; operates a variety of hand tools and small power equipment; tears out and repairs curb, gutter and street in locating and uncovering broken lines; installs meter boxes; and meter box extensions to raise or lower existing boxes as needed.

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Re-reads residential and commercial water meters as needed to monitor customer water usage; occasionally performs field and shop repairs on water meters. Delivers "shut off notices" when assigned.

Participates in work zone safety procedures; flags on coming vehicles to protect the public and workers; sets up warning signs and signalization equipment.

Assists with other Public Works Department functions such as park, cemetery or street maintenance or construction when required.

Assists in the repair of City equipment, maintenance vehicle repair records and the cleaning of City Shop and yard areas.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school.

2. Knowledge, Skills and Abilities:

Some knowledge of municipal water supply and distribution systems; the standard practices, methods, materials and tools necessary for pipe line construction and repair activities; pipe fitting procedures, pipe classifications and type; the occupational hazards and safety precautions of trench work construction and pipeline maintenance work; hazards common to heavy equipment operation; hazards associated with water treatment chemicals; state or federal regulations governing installation and maintenance of water systems; operation of manual and power tools.

Ability to operate heavy equipment of various kinds under varying conditions; make minor

repairs
on assigned
vehicles,
perform heavy
physical labor;
develop and
maintain
effective
working
relationships
with co-
workers,
elected officials,
local agencies
and the general

public;
communicate
effectively, both
verbally and in
writing; work
from blueprints;
tolerate
weather
extremes in the
work
environment;
ability to
perform basic
mathematical
computations in
reading of
various meters,
gauges and
related devices.

3. Special Qualifications:

Must possess a Class I Water System Operator Certification.
Must possess a valid Commercial Driver's License. Must be able to lift 50-75 pounds.
Must be willing to work on-call duty and 24-hour standby.

4. Work Environment:

Tasks require variety of physical activities, generally involving muscular strain, related to walking, standing, stooping, sitting, reaching. Talking, hearing and seeing essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking. Daily local travel required in normal course of job performance.

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Any applicant who is chosen as the top candidate for the position will be required to submit to a physical examination to determine if he/she is able to perform job-related functions. Hiring is also conditioned upon submission to and successfully passing of a blood and urine test to screen for the presence of drugs and alcohol.

3. Special Qualifications:

Must possess a Class III Water System Operator Certification.
Must possess a valid commercial driver's license. Must be able to lift 50-75 pounds.
Must be willing to work on-call duty and 24-hour standby.
Certified Back-Flow Technician.

4. Work Environment:

Tasks require variety of physical activities, generally involving muscular strain, related to walking, standing, stooping, sitting, reaching. Talking, hearing and seeing essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking. Daily local travel required in normal course of job performance.

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Any applicant who is chosen as the top candidate for the position will be required to submit to a physical examination to determine if he/she is able to perform job-related functions. Hiring is also conditioned upon submission to and successfully passing of a blood and urine test to screen for the presence of drugs and alcohol.