

**FARMINGTON CITY
Job Description**

Title: Water Systems Operator III	Code: 549
Department: Public Works	Last Revised: 7/2014
Grade: 12	Effective Date: 1/1/96

GENERAL PURPOSE

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

SUPERVISION RECEIVED

Works under close supervision of the Water Supervisor.

SUPERVISION EXERCISED

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

ESSENTIAL FUNCTIONS

Field Supervision: Performs as the water system operator for the city; receives general guidance from the Public Works Director; oversees work quality and assures timely completion of assigned projects; determines needed materials and equipment; radios in needs and coordinates efforts with other department personnel; makes field decisions as needed to remedy problems and emergencies; manages interactions with public; assures that water system is in full compliance with all EPA and State and County Health Department regulations.

Water: Inspects and performs 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.

Monitors city water storage levels; assures adequate water supply during summer months; assures proper operation of telemetering equipment; tests fuses and resistors using OHM meter; replaces fuses and resistors as needed.

Maintains water documentation records, maps and related detail for the City water system; 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 levels; reads water flow meter, and chlorine pound per day gauge; calculates dosage and makes proper adjustments. Takes samples for all state and EPA rules and guidelines.

Maintains pump houses, repairs water/booster pumps, removes and disassembles pumps; cleans and replaces defective parts, greases bearings, adjusts packing and reinstalls in pump housing. Monitors chemical tank levels - refilling 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 locator 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. Four (4) full years 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:

Considerable 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; **Working knowledge** of state or federal regulations governing installation and maintenance of water systems; water quality laws; principles of supervision and worker motivation; 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
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weather extremes in the work environment; ability to perform basic mathematical computations in reading and using various meters, gauges and related devices.

3. Special Qualifications:

Must possess a Class IV 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.

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.