

Title: Skilled Laborer/Operator in Training
Department: Lynnfield Center Water District (LCWD)
Supervisor: Working Superintendent, LCWD
Status: AFSCME Union, Full Time – 40 Hours; State Pension with Essex County Regional
7:00 AM to 3:30 PM, M-TH; 7:00 AM to 1:00 PM Fri

Salary: in accordance with CBA FY25; Starting Salary Range of \$34.26 to \$45.68 (DOQ)

Summary:

The Lynnfield Center Water District (LCWD) is a service driven and an extremely fast paced environment with numerous inquiries from customers. The District services 2600 accounts while pumping, treating and distributing water to nearly all of the Town of Lynnfield. Staff operates, maintains, repairs and provides oversight to all infrastructure in order to maintain this service in a highly efficient, productive and safe manner. This position requires an energetic, pro-active person who balances and prioritizes situations in a calm and efficient manner. Must work independently and be responsible for ensuring that responsibilities of the job are done efficiently and accurately. This position will confer daily with Operators, the Superintendent and other staff to obtain/maintain District goals, objectives, insight, and daily task direction. This position will work with outside vendors and other contractors as required. Drinking Water Supply Facilities Operator Licensure preferred but not required. The selected candidate shall acquire and maintain Drinking Water Supply Facilities Operator licensure as required by the District within 12 months with commensurate pay increases. Duties include:

Primary Responsibilities In general, the position will perform skilled and semi-skilled work, manual labor and other practices involved in the treatment and distribution of water.

- Provide labor assistance to work within all operations relative to maintaining various types of treatment and distribution systems within the Lynnfield Center Water District;
- Shall be able to read and execute work orders/plans as needed to locate/mark out water infrastructure as required;
- Shall be able to locate/operate District appurtenances under the supervision of a licensed operator;
- Maintains, operates and understands water meters, readers and wiring;
- General working/mechanical knowledge of plumbing/piping systems;
- Checks piping/meters for mechanical failure/defects;
- Ability to understand/learn meter reading technologies and software;
- Work independently with various general labor tasks in the maintenance of District treatment plants, wellfields and pumping stations;
- Daily oversight of ongoing maintenance tasks;
- Responsible for operation and maintenance of District vehicles, tools, equipment and etc. associated with the work within the District;
- Cooperates and works with operators, other personnel, vendors, and contractors performing all tasks assigned or required in a complete and workmanlike manner;
- Performs general labor tasks independently as assigned;
- Respond sensitively and constructively to customer complaints, provide customer service needs with tact, courtesy, sensitivity and discretion in all dealings with internal and external customers;
- Responsible for compliance with instructions, safety procedures, conformance with accepted trade practices, and compliance with department policies, government laws and regulations as they pertain to the work;
- Must be available for overtime during urgent or emergency situations, and for any other duties required.
- troubleshooting equipment and system problems using SCADA system and WIN911 to monitor and optimize system performance; must be able to make SCADA adjustments, establish and change set points, etc.
- execute written work procedures, emergency plans and other related documents;
- seek cost estimates for goods and services observing municipal procurement practices as mandated by the state statutes
- assist in Cross-Connection control program work and the implementation of cross-connection and backflow device inspection programs

- Will assist in executing the DEP required sampling program and all samples taken by LCWD employees throughout the year. Must be fluent and capable of obtaining water samples to industry standards;
- Procures and maintains inventory of water fittings, appurtenances, meters and all meter accessories and appurtenances; purchases in accordance with Department procurement standards and policy;
- Assists in troubleshooting water quality complaints and or other customer inquiries;
- Assist and provide oversight of outside contractors engaged in water system installation, maintenance or repairs;
- Once fully licensed and approved, must be part of the District's on call emergency rotation coverage; emergency, after hour shifts and for weather and other related events.

Qualifications/Experience:

- Obtain, within 12 months, Grade 1, Operator-in-Training Distribution/Treatment licensure, from Board of Drinking Water Supply Facilities.
- Obtain, within 36 months, a valid Distribution Grade Level 2 and Treatment Grade Level 2 License from the Massachusetts Board of Drinking Water Certification
- Must possess a current, valid, Hoisting Operators License or have the ability to obtain within six months.
- Basic working knowledge of water distribution, treatment systems, metering devices and equipment and general knowledge of the materials, methods, practices and equipment used in the construction, maintenance and repair of all aspects of water infrastructure.
- Possess specific skills in the construction, maintenance, repair and operation of water systems and appurtenances such as water gates, hydrants, services, valves, pipes, structures, meters, back-flow devices, pumps and other such items.
- Basic knowledge of NEPTUNE meter reading system or like is preferred;
- Knowledge of environmental and safety regulations.
- Ability to pass a Criminal Record Offender Information check
- Valid and current MA Driver's License and a driving record which proves responsible and lawful driving habits.
- Punctual, reliable and regular attendance is required.

Physical Demands & Requirements: While performing this job the employee must climb stairs and ladders; enter confined spaces and travel in cramped, elevated and remote locations; and operate power and hand tools, equipment and machinery. The employee is required to sit, stand, walk, reach, climb, stoop, crouch, twist, taste and smell. The employee is required to hear, feel and talk and speak English. The employee must have close, distance, and peripheral vision, depth perception and the ability to adjust focus. The employee must have full use of hands, arms and legs. The employee is required to regularly lift heavy objects up to 80 pounds and carry these objects short distances. The employee must have the ability to work safely under difficult work situations performing heavy laborious tasks and during inclement weather conditions including high heat and high humidity, freezing temperatures, rain, snow, wind and ice storms; and under extended periods of sleep deprivation.

Interested Parties should send their letter of interest with any associated back up to Director John Scenna scennaj@LCWD.US.