

Applicants may submit resume and cover letter to [tcutler@webster-ma.gov](mailto:tcutler@webster-ma.gov) thru May23rd or until position is filled.

<b>DEPARTMENT</b>	Water				
<b>TITLE</b>	Water Operator (\$24.74 to \$31.05hr)				
<b>GRADE</b>		<b>FLSA STATUS</b>		<b>APPROVED</b>	

#### DEFINITION

The Water Operator maintains and repairs water mains, water services, water meters, fire hydrants, water pumping/treatment stations, and all other relevant aspects of the municipal water infrastructure in order to provide high-quality water throughout the distribution network, as well as all other related work, as required.

#### ESSENTIAL FUNCTIONS

*The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

- Perform equipment operation and manual labor in the construction of extensions to the water distribution system and the installation of related underground structures;
- Perform excavation projects and the back filling of excavations;
- Maintaining inventories of parts, materials and equipment;
- Assisting in the installation, repair, and maintenance of all portions of the distribution system included but not limited to mains, services, meters, hydrants, pump stations, and tanks;
- Operation of mechanical and electrical controls, gauges, and tools to maintain utility systems;
- Working with chemicals and chemical feed type equipment, as well as maintenance and repair of chemical feed equipment;
- Monitor and operate systems via SCADA;
- System wide hydrant flushing;
- Maintaining documents and records, completing necessary paperwork and data entry;
- Assists in the inspections of new water mains and services;
- Maintains and repairs some Department equipment including greasing, cleaning, repairing, and replacing parts;
- Represents the Department to residents, answering questions and responding to complaints;
- Investigate and resolve customer complaints in an efficient and timely manner; and
- Perform similar or related work as required, directed or as situation dictates.
- Performs a variety of related duties as necessary.

#### SUPERVISION RECEIVED

Under general supervision, the employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently. The supervisor provides additional, specific instruction for new, difficult or unusual assignments. The employee refers unusual situations to the supervisor for advice and further instructions.

### **JUDGMENT AND COMPLEXITY**

The work consists of a variety of duties which follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation. Judgment is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline.

### **NATURE AND PURPOSE OF CONTACTS**

Relationships are primarily with co-workers incidental to the purpose of the work involving giving and receiving factual information about the work. Ordinary courtesy and tact are required. Contacts with the public may be required on an occasional basis.

### **EDUCATION AND EXPERIENCE**

High School diploma or equivalent, and 1 to 3 years of related experience; or any equivalent combination of education, training, certification, licensure and experience.

Commercial Driver's License Class B and Class 2B Hoisting Engineers License required. Water Treatment 2 and Distribution 2 preferred at time of hire but can be acquired after hire date. Massachusetts Backflow Device Tester and Surveyor's license is desirable.

### **KNOWLEDGE, ABILITY, AND SKILLS**

Knowledge: Thorough working knowledge of water-related equipment operation. Working knowledge of fundamental construction and maintenance procedures. Knowledge of field safety. Knowledge of principles and practices of water treatment, distribution, storage, operation, maintenance and repair. Knowledge of municipal water treatment facilities, systems, and equipment. Knowledge of occupational hazards and safety practices relative to water treatment. Knowledge of water treatment records, reports, and documentation. Knowledge of basic computer systems and software related to plant and collection systems operations.

Abilities: Ability to perform heavy manual labor under varying weather conditions. Ability to follow detailed oral and written instructions given by supervisor. Ability to communicate effectively verbally. Ability to follow proper methods, procedures and safety precautions. Ability to establish and maintain effective working relationships with those contacted in the course of work.

Skills: Skill in operating above-mentioned equipment. Basic mechanical repairs skills. Skilled in analyzing technical data and troubleshooting problems. Skilled in detecting mechanical and operational problems.

**WORK ENVIRONMENT**

The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Work may be continually performed outdoors, regardless of weather conditions. May be required to be on call for 24 hours or being under prolonged pressure during emergency situations.

**PHYSICAL, MOTOR, AND VISUAL SKILLS****Physical Skills**

Work requires moderate intermittent physical strength and effort daily, such as lifting heavy objects, carrying the object(s) and stacking them or placing them in a vehicle or storage area. In addition, pulling, pushing, standing or walking for the full work day may also be involved.

**Motor Skills**

Duties involve assignments requiring application of hand and eye coordination with finger dexterity and motor coordination.

**Visual Skills**

Visual demands require routinely reading documents for general understanding and analytical purposes.