

# TOWN OF DUXBURY – Water/Wastewater Operator

## Job details

**Salary** - From \$30.42/hr. to \$ 38.70/hr. in 8 steps

**Job Type** - Grade 6, full-time, benefit eligible, FLSA non-exempt

License stipends range from \$1,000 – \$5,000

**Qualifications** - High school diploma or equivalent, 3 yrs. full time water depart or comparable work experience with at least 1 year of supervising others performing related tasks and considerable, demonstrable knowledge and skill relative to practices, methods, and procedures regarding public water/sewer distribution and treatment systems and prior and demonstrable ability to supervise and motivate other employees, deal effectively with fellow employees, supervisors and the general public or any equivalent combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the position.

- Valid Driver's License (Required)
- Grade 2 Distribution Drinking Water Supply Operator
- Grade 2 Treatment certification
- Cross Connection Surveyor/Tester
- Hydraulics license

## Benefits

75% town/25% employee paid:

- health insurance; Blue Cross and Blue Shield PPO & HMO plans
- basic term life insurance (\$5,000)

Defined benefit pension

Medical and dependent care flexible spending account

**WORK SCHEDULE:** 40 hours per week, Mon.- Fri. and additional hours as required for town-wide emergencies, snow and ice removal operations.

**SUPERVISION:** Chief Water Treatment Operator

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The DPW is accepting applications/resumes for the above position. The candidate we seek will be responsible for:

- 1.) Directs subordinate employees in the performance of tasks ensuring work is performed safely and efficiently, and that all tools, equipment and materials are available.
- 2.) Schedules, assigns, directs and checks, daily and long-range work/progress and provides related payroll reporting.
- 3.) Assists the Superintendent and Director in planning capital improvements, budget request, tools and supplies.
- 4.) Prepares operational and administrative reports as necessary.
- 5.) Elevates any issues or concerns regarding employee matters to the Superintendent.
- 6.) Maintains administrative records, plots underground structures, maintains adequate supplies of chemicals, spare parts, tools and equipment to effectively operate a public water system.
- 7.) Prepares Statistical and Chemical dosage reports as required by the DEP and the Superintendent.

- 8.) Operates and maintains Evergreen green sand filter plant and other pumping stations and treatment facilities.
- 9.) Operates pumps and chemical dosing equipment.
- 10.) Reads and interprets flow meters, pH meters, pressure and water level gauges.
- 11.) Perform tests to determine chemical dosage i.e. pH, fluoride, chlorine, iron, manganese etc.
- 12.) Maintain records as required by state regulations and by the Superintendent i.e. daily pumpage, chemical dosage, well levels etc.
- 13.) Collect water quality samples i.e. bacteria, lead, copper, V.O.C.'s, P.C.E.'s, T.H.M.'s, HAA5's, S.O.C.'s.
- 14.) Operates and maintains stand by engines & generators to provide uninterrupted water and sewer service in the event of power failures.
- 15.) Assist in the operation and maintenance of the Waste Water Treatment Plant, associated lift stations, grinder pumps and collection systems for the Town's shared septic and sewer systems.
- 16.) Accept deliveries of bulk chemicals, supplies and equipment.
- 17.) Plans, organizes and coordinates work to be completed with private contractors and other Department Heads as needed.
- 18.) Trains new employees and cross trains with co-workers in performing assigned duties.
- 19.) Performs and/or supervises all fire hydrant maintenance.
- 20.) Completes gate valve exercising and full system flushing programs.
- 21.) Responsible for all general repairs of water mains and service lines.
- 22.) Performs all trench inspections.
- 23.) Installs new service connections.
- 24.) Accepts deliveries of supplies and equipment.
- 25.) Performs regular testing of back flow prevention devices and surveys existing and new facilities for cross connections.
- 26.) Assists with grounds maintenance work at all facilities including mowing, string trimming, chain sawing, leaf and brush removal.
- 27.) Participates in operation and ordinary maintenance of equipment, instructs employees in the correct and proper usage and keeps daily records of maintenance completed.
- 28.) Performs similar tasks as assigned, including functions of those in a lower classification.
- 29.) Cross train with other Water Department employees.
- 30.) Is available for overtime and call backs in the event of emergencies.
- 31.) Participates in town-wide snow and ice removal operations.

How to apply: To view the complete job description and to apply go to:

<https://townofduxburyjobs.easyapply.co> The position is open until filled. EEOC.

*The Town of Duxbury provides its employees (contingent upon employment status) with a robust benefits package which includes: Medical, Dental, Vision, Retirement Saving Plans (457b), a Pension Plan, Life Insurance, 12+ Paid Holidays, Personal Time, Vacation Time, Sick-Time, Pet Insurance, Long and Short-Term Disability Insurance, EAP, FSA, Employee Discounts, and more.*

**Town of Duxbury is an EEOE employer - M/F/Vets/Disabled**