

JOHNSON COUNTY SPECIAL UTILITY DISTRICT



WATER OPERATOR JOB DESCRIPTION

SYSTEM OPERATIONS

Job Title: Water Operator
Department: System Operations
Reports To: Water Maintenance Foreman
FLSA Status: Non-Exempt
Prepared Date: 8/10/2020

SUMMARY

Under general supervision from the Water Maintenance Foreman, this position is specifically charged with the laying, maintenance and repair of water lines, taps, valves, and setting and maintenance of fire hydrants. The position is also responsible for insuring an adequate, safe potable water supply from multiple sources for the consuming public.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Works effectively with other employees to repair or replace water service lines, or mains;
- As part of a crew or alone, whose primary responsibility is to water line laying, maintenance and repair;
- Receives radio dispatched orders or complaints and checks the problem;
- Drive equipment to and from job sites (dump truck, backhoe, etc.);
- Installs & repairs fire hydrants;
- Set up barricades, when required, to protect employees and the public;
- Performs routine maintenance on vehicles, tools, and equipment;
- Sorts, reads, understands and follows written and oral job instructions;
- Writes reports by hand;
- Makes water taps;
- Notifies public of interruption of services;
- May serve as Water Distribution Crew Leader in their absence when directed;
- Serve on standby crew for after-hours emergency work as required;
- Must arrive at work on time;
- Must maintain a regular and reliable level of attendance;

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS to perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Knowledge of safety regulations to work safely with equipment used in utility maintenance work; experience in working with various types of equipment including pumps, generators, backhoes, dump trucks, sewer jet machines, service trucks, wrenches, hand and power saws, hammers of various sizes, grinders, shovels, drain spades, drills and drill press; must have a working knowledge of hand tools, ability to work on water and wastewater lines without contaminating to public water supply; ability to follow written or oral instructions; ability to work with other crew members and members of the public; reads simple maps and drawings, picks up trash, keeps storage areas clean, orderly, and in safe working condition, and ability to work under adverse weather conditions.

EDUCATION/EXPERIENCE

High School Graduate or GED equivalent.

CERTIFICATES AND LICENSES REQUIRED:

- Water Operator Certification is a plus for the successful candidate.
- Ability to obtain and maintain a Texas Class A CDL within 90 days of employment.
- A Valid Class C Texas motor vehicle driver license and the ability to maintain a satisfactory driving record.

KNOWLEDGE OF

- The machines, equipment, material, and operating practices of modern water and wastewater production and treatment.

ABILITY

- Work safely without presenting a direct threat to self or others.
- Conduct other related lawful duties as assigned.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from Department Heads, clients, customers, and the general public.

MATHEMATICAL SKILLS

Knowledge of basic accounting and bookkeeping principles and practices. Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions for this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job

include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

The noise level in the work environment is usually moderate and is a standard office environment.