



# City of Gunnison

## Job Description

<b>Job Title:</b>	<b>Water Operator</b>		
<b>Department:</b>	Public Works Department	<b>Division:</b>	Water/Wastewater
<b>FLSA Status:</b>	Non-Exempt	<b>Position Status:</b>	Full-Time
<b>Date Updated:</b>	4/5/2019	<b>Job Physical Level:</b>	Strenuous

**General Purpose:**

Responsible for the operation of the water supply, distribution, and storage systems. Performs maintenance, repairs and construction of water distribution, sewer collection, irrigation and storm drain systems. Performs installations, repairs, and testing on all water meters. Understands functions and applications of materials used in water and sewer installations and repairs. Responsible for water sampling and analysis, conducting inspections and record keeping.

**Essential Duties and Responsibilities:**

The following duty statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. The City reserves the right to modify or change duties or essential functions of this job at any time.

Ensures proper operation of plant and system facilities through inspection, testing, and observation of operation.

Provides for adequate production, treatment, storage, metering, and quality control of drinking water.

Maintains the water distribution system and appurtenances to deliver adequate flows and pressure for consumer use and fire protection.

Takes drinking water samples for analysis required by the State of Colorado and EPA.

Installs, replaces and tests water meters as assigned.

Maintains the sewer collection system to provide uninterrupted service to customers, including cleaning and videotaping lines, and inspecting manholes.

Maintains the irrigation system to provide untreated water for irrigation to the customers, including cleaning, regulating, and clearing obstructions.

Troubleshoots problems with electrical, electronics, hydraulic, chemical feed, mechanical and gas driven equipment; rebuilds some equipment, calls in specialists for additional repairs.

Examines material and inventory needs and specifications and locates suppliers to provide required items.

Installs and replaces asphalt and concrete as required.

Assesses needs, helps plan improvements, and executes implementation in conjunction with other staff.

Perform analyses of infiltration and inflow to determine flow rates.

Assists the Water Department with on-going special projects.

Assists in snow removal operations for City as required.

**Other Duties and Responsibilities:**

Performs other duties as required.

**Job Qualifications**

**Required Education and Experience:**

High school diploma or GED, preferably with two to four years of related experience in the repair and maintenance of water systems.

**Other Necessary Requirements:**

Valid Colorado CDL "B" Driver's License, with hazardous material and air brake endorsement, or the ability to obtain within 6 months.

Colorado Water Works Operator Class "D" certificate, or the ability to obtain within one year.

Class II Water Distribution Technician certificate, or the ability to obtain within three years.

Class II Collection System Technician certificate, or the ability to obtain within three years.

OSHA Competent Person Training, or the ability to obtain within one year.

Must meet City residency requirement.

<p><b>Necessary Knowledge, Skills and Abilities:</b></p>	<p><u>Knowledge:</u></p> <p>Operation Monitoring — Watching gauges, dials, or other indicators to make sure a machine is working properly.</p> <p>Operation and Control — Controlling operations of equipment or systems, specifically use of backhoe, front end loader, dump truck, compaction devices, hand tools, water pumps, and electrical motors.</p> <p>Monitoring — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.</p> <p>Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.</p> <p>Quality Control Analysis — Conducting tests and inspections of products, services, or processes to evaluate quality or performance.</p> <p>Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.</p> <p>Equipment Maintenance — Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.</p> <p>Repairing — Repairing machines or systems using the needed tools.</p> <p>Science and Math — Working knowledge of chemistry, biology, hydraulics, math.</p> <p>Safety — Knowledge of safety practices and procedures that are specific to the working environment.</p> <p><u>Skills:</u></p> <p>Operation Monitoring — Watching gauges, dials, or other indicators to make sure a machine is working properly.</p> <p>Operation and Control — Controlling operations of equipment or systems.</p> <p>Monitoring — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.</p> <p>Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.</p>
--	--

Quality Control Analysis — Conducting tests and inspections of products, services, or processes to evaluate quality or performance.

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

Equipment Maintenance — Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.

Repairing — Repairing machines or systems using the needed tools.

Abilities:

English Language Comprehension and Expression — Requires the ability to listen to, read, understand and communicate the English language so that others are able to understand. This must be done both orally and in writing, at the level appropriate for the position held. The ability to communicate information and ideas in speaking so others will understand. The ability to communicate information and ideas in speaking so others will understand. The ability to read and understand information and ideas presented in writing. Ability to follow written and oral instructions.

Independent Work — Ability to work without direct supervision.

Near Vision — The ability to see details at close range (within a few feet of the observer).

Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense.

Perceptual Speed — The ability to quickly and accurately compare similarities and differences among sets of letters, numbers, objects, pictures, or patterns. The things to be compared may be presented at the same time or one after the other. This ability also includes comparing a presented object with a remembered object.

Problem Sensitivity — The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem. Ability to troubleshoot problems with valves, hydrants, pumps, motors, chlorinators, meters, and related equipment and make appropriate repairs.

Record Keeping — The ability to prepare accurate records and reports using a computer, and read, interpret and apply the results of readings and laboratory results.

<b>Working Conditions</b>	
<b>Work Environment:</b>	<p>The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <p>The noise level in the work environment is usually relatively quiet. While operating equipment, ear protection may be necessary.</p> <p>This position spends the majority of its time in an outdoor or unprotected environment. The incumbent will make frequent trips to external locations, and will be exposed to weather elements, temperatures, and automobile travel.</p> <p>This position will be regularly exposed to chemicals and hazardous materials, consistent with water and wastewater treatment, distribution, and collection. Incumbent may be frequently exposed to the possibility of accident or injury associated with working in this type of industry.</p>
<b>Physical Activities:</b>	<p>The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <p>While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.</p> <p>Ability to lift, carry, push, or pull burdens in excess of 50 pounds on a regular basis.</p> <p>Ability to use SCBA equipment required when working around the disinfection equipment and chemicals associated with water and wastewater treatment.</p> <p>Ability to work in confined spaces, including but not limited to manholes, trenches, pipes, and sumps.</p> <p>Ability to participate in and respond to routine conversation in person or via telephone, and distinguish telephone, printer, computer, and other auditory tones.</p> <p>Visual and physical ability to occasionally work on computers. Specific vision abilities required by this job include close vision and the ability to adjust focus.</p>
<b>Tools and Equipment Used:</b>	<p>Operate construction equipment and power tools such as dump trucks, front-end loaders, backhoes, tampers, tap machines, pavement saws, cutting torches and welders.</p>

