

JOB DESCRIPTION

JOB TITLE: WATER DISTRIBUTION SYSTEM OPERATOR III

JOB SUMMARY: This is an entry level position. The position requires semiskilled work in the installation and removal, connecting and disconnecting of water meters. Work is performed under the general supervision of the Water Distribution Supervisor, or designee.

ESSENTIAL FUNCTIONS: The Water Distribution System Operator III must be able to routinely perform, after sufficient training, a majority of the duties set forth in each of the seven job categories.

WATER DISTRIBUTION SYSTEM CONSTRUCTION

- Install or Replace Water Mains
- Install or Replace Fire Hydrants
- Install or Replace System Valves
- Perform Construction Flushing
- Perform Pressure Tests & Leakage Calculations
- Disinfect & Sample New Mains

WATER DISTRIBUTION SYSTEM REPAIRS

- Repair Water Mains
- Repair Hydrants
- Repair Well or Booster Pumps
- Repair Control Valves
- Repair Distribution Valves

WATER DISTRIBUTION SYSTEM OPERATION

- Perform Routine Flushing
- Perform Routine Valve Turning
- Operate Well or Booster Pumps
- Collect Routine Monthly Bacteriologic Samples
- Operate or Control Water Storage
- Perform Leak Detection

WATER DISTRIBUTION SYSTEM CUSTOMER METERS

Read Meters/Remotes	Test Meters/Remotes
Repair Meters/Remotes	Install Meters/Remotes

WATER DISTRIBUTION SYSTEM SERVICE LINES

- Install Services, Taps, Curb Stops
- Repair Services, Taps, Curb Stops
- Perform Line Locating
- Perform Turn Ons & Shut Offs

WATER DISTRIBUTION CROSS CONNECTIONS

- Conduct Formal Cross Connection Inspections
- Enforce Formal Cross Connection Program
- Maintain Cross Connection Records
- Review Device Test Reports

WATER DISTRIBUTION SYSTEM ADMINISTRATION

- Respond to Customer Complaints
- Schedule Maintenance
- Maintain Distribution Appurtenance Records

MINIMUM QUALIFICATIONS:

Possess a High School Diploma.

Must obtain an S-4 operator certification from the Michigan Department of Environmental Quality within eighteen (18) months of employment.

Have the ability to understand and follow oral and written instructions.

Be able to work cooperatively with others.

On call 24 hours per day.

Must be able to pass physical examination and drug/alcohol screening test.

Must be able to pass a background check.

Possess a Commercial Driver's License.

Preferred to be proficient in backhoe operations

SALARY RANGE: \$34,600.00 - \$45,200.00 Annually

NOTE: It is anticipated the Water Plant Operators will be crossed trained and certified as Distribution System Operators to allow for the combination of positions.