

Water Operator Level III or IV

Town of Bernalillo

Recruitment Period: January 26, 2016 to February 2, 2016

Department: Public Works
Reports to: Water Field Supervisor
Job Status: Full Time/ Permanent

FLSA Status: Non-exempt
Hourly Rate: \$15.14 to \$15.90

Purpose of Position:

Operates and maintains municipal ground water wells.

Essential Functions:

- Monitors and operates water treatment facility equipment and systems including the wells, pumps, arsenic removal process, disinfection process, storage tanks, pressure pumps, etc, to maintain adequate water flow, proper water treatment and plant functions. Monitors, fills, and maintains appropriate levels of hazardous chemicals such as, chlorine, ferric hydroxide, etc., to maintain proper water treatment plant operations. Observes and follows safety and compliance requirements in accordance with established regulations, standards, and procedures.
- Takes water samples from various water treatment locations to ensure proper treatment of drinking water from each plant. Conducts regular chemical tests at all facilities to determine water chemical composition, to control water quality, and ensure compliance with federal and state regulations. Adjusts water flow and chemical dosages as needed to maintain required water quality specifications.
- Conducts distribution system sampling and reporting for total coliforms, lead and copper, TTHM, HAA5, Asbestos, or other required parameters.
- Reads and records meter readings and other information to document and ensure proper water treatment plant operation. Monitors control panels, gauges, and meters, including SCADA system, to detect and correct variations in operating conditions. Maintains accurate and consistent reports on all test results, flow rates, gauge and meter readings. Maintains logs and records.
- Performs maintenance on all equipment located in the water treatment facility. Conducts visual plant inspections of all equipment and monitors plant operations/processes to ensure facility operates according to required equipment specifications. Monitors and takes prompt action to detect and correct equipment failures, potential leaks, and other problem situations. Makes adjustments in plant operations as appropriate to maintain proper operations. Installs, repairs, and performs scheduled preventative maintenance on all facility equipment. Reports faulty equipment, problem situations, or emergencies to appropriate personnel.
- Ensures availability of adequate materials and equipment to conduct work activities; initiates orders for new or replacement materials; receives incoming

orders of chemicals and supplies, conducts periodic inventory counts to ensure the safety and security of all hazardous chemicals and supplies.

- Performs general cleaning/maintenance tasks necessary to keep plant facilities, equipment, and tools in operable condition, which may include inspecting equipment, performing minor repairs, replacing parts, washing/cleaning equipment, or cleaning work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.
- Assists supervisor with the development of water treatment operation policies, procedures, and guidelines.
- Responds to emergency situations involving power failures, chlorine leaks, and other situations during regular hours or after-hours calls as needed.
- Assists with reading customer water meters, conducting line spots, and repairing water leaks as needed.
- Performs other job-related tasks to enhance departmental operations.
- Other duties as assigned

Education/Experience:

High school diploma or general education degree (GED). Two (2) years related experience and/or training specific to ground water well systems.

Agency Preference:

Applicant should be flexible, and reliable. Applicant should be self-motivated, an independent worker and able to follow through on tasks with limited supervision.

Conditions of Employment:

- Must possess and maintain a minimum of a Level III Water certification (Level IV preferred)
- Must possess and maintain a valid NM Driver License.
- Driving history acceptable to the Town's insurance carrier.
- Must pass a pre-employment drug screening test.

Working Conditions:

Most work is performed in an outside setting.

If interested, please submit your application to:

Troy Martinez
Human Resources Director
P.O. Box 638
Bernalillo, New Mexico 87004

Or by email to:

jobs@townofbernalillo.org

Or by fax to:

505-771-8626