TOWN OF WILSONVILLE
WATER DEPATMENT

Application Info: Wilsonville Town Hall
9905 North Main Street, Wilsonville, Alabama 35186
205 669-6180

POSITION: **GRADE II WATER OPERATOR -ALABAMA CERTIFIED (ADEM)**

PURPOSE: TO OPERATE AND MAINTAIN TREATMENT AND DISTRIBUTION OF A GRADE II PUBLIC DRINKING WATER SYSTEM - 850 CUSTOMER.

SALARY RANGE: $50k - $75k annual. Depending on experience and qualifications.

DEADLINE: Open until filled

FRINGE BENEFITS: Includes health insurance, RSA retirement, paid vacation, holidays and sick leave.

JOB ESSENTIAL FUNCTIONS

(All duties listed may not be found in each position, nor does the list include all task which may be assigned to positions in this class.)

- Possesses and **maintains** Alabama Dept. of Environmental Management Grade II Water Certification.
- Obeys and follows drinking water regulations as found in Code of Alabama 335 Divisions 7 & 10.
- Maintains, determines and adds specified amounts of chemicals such as chlorine, corrosion inhibitors, etc. as required at treatment facilities as required to meet Safe Drinking Water Requirements.
- Collects water samples from the treatment facilities and distribution system; when required, performs chemical, physical, bacteriological, etc. tests to assure water quality; submits samples to lab for testing as required by state agencies (ADEM) to insure safe drinking water.
- Maintains and regularly inspects remote facilities for proper functions (storage tanks, meter and backflow preventors, etc.)
- Maintains and submits facility records, including monthly operations logs, compiles and submits compliance reports as required by regulatory agencies (ADEM, USEPA, OWR, etc.)
- Monitors SCADA information, charts, dials, pumps, chemical feeders, lab equipment, meters, and gauges to determine status of various functions of the treatment facilities and distribution system; performs equipment preventive maintenance duties for monitoring instruments.
- Calibrates equipment, reads and adjusts chemical feeders for optimal treated water output and **safely** changes chlorine cylinders and other chemical supplies as needed.
- Performs minor repairs, operations adjustments, and preventive maintenance at treatment facilities.
- Checks motors and pumps for excessive noise and temperatures; reports problems as needed.
- Performs grounds maintenance and housekeeping duties as needed to ensure buildings and grounds are safe and secure.
- Ability to operate and maintain excavation type equipment and machines to provide potable water for residential, commercial and industrial use.
- Ability and knowledge to safely repair and install equipment and materials used in the distribution system such as water mains, service lines, meters, backflow preventors, etc.
- Willingness to work off duty and/or holidays in event of water system emergencies.
- Perform polite public relations by answering general questions concerning the water system and, when **feasibly** possible, assist customers with locating their leaks, etc.
- Inventory supplies and order supplies as needed with approval.
- Plan and provide information to Consulting Engineer, Mayor or Council as needed for new requirements, needed improvements or projects for the public water system.
- Assist the Mayor in preparation of annual budgets for the public water system.

- Maintain needed continuing education hours in compliance with ADEM to remain certified complying with all ADEM and EPA regulations.
- Become aware of other buried utilities in the area and the regulations and procedures involving location of such utilities before safely performing excavation including locating of our water lines for others.
- The system uses drive-by AMR meters. Reading meters may become required by this position in future.
- Performs other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Sufficient experience to understand the basic principles relevant to the major duties of the position usually associated with completion of a Drinking Water Certification by the Alabama Department of Environmental Management and past training and experience.
- Possession of a Grade II State of Alabama Certified License for Water Treatment.
- Possession of a valid driver's license issued by the State of Alabama for the type of vehicle or equipment operated.
- Ability and past experience to operate excavation and like equipment, tools, etc. as required to maintain public water systems.
- Ability to operate testing, treatment and control equipment for public water systems.
- Required knowledge to read engineering plans and maps of water distribution systems.
- Verbal skills to communicate with Town officials, employees and general public.
- Computer, software, reading and writing skills to prepare and submit reports, documents, etc. and to comprehend and understand work orders, manuals and other written materials.
- Ability to plan and organize resources and equipment effectively.
- Ability to establish and maintain effective working relationships with other employees, superiors, subordinates, engineers, job related associates and the general public.
- Ability to exercise independent judgement in decision making.
- Ability to give clear and concise instructions effectively.
- General knowledge of Town codes, ordinances, policies and procedures.
- Willingness to work off duty and/or holidays in event of water system emergencies.

PHYSICAL DEMANDS & WORK ENVIRONMENT

- Work is medium to heavy in nature and consist of driving a vehicle and equipment, walking on uneven terrain, standing for periods of 3-6 hours when working on a main leak, bending, pushing and pulling wrenches at various angles, lifting up to 150 lbs., twisting while using tools, shoveling and digging, wading in water and mud that can be knee deep, carrying objects that weigh 20-50 or more pounds and climbing into and out of large meter pits and vaults.
- Work is often performed in or near right of ways of roadways near flowing automotive traffic.
- Work is often performed out of doors and is subject to extremes in weather conditions, wet surroundings, humidity and high and low temperatures.

KNOWLEDGE, SKILLS, AND ABILITIES CONSIDERED TO BE BENEFICIAL INCENTIVES

- Wastewater Certification of any grade.
- Commercial Driver's License.
- Previous supervising or Water System Management experience.

Applications Available
Monday - Friday 8:00 a.m. - 4:30 p.m. 9905 North Main St., Wilsonville, AL 35186
Email Resumes: wilsonvillewater@bellsouth.net

AN EQUAL OPPORTUNITY EMPLOYER

THE TOWN OF WILSONVILLE PROVIDES A PUBLIC PERSONNEL SYSTEM BASED ON MERIT PRINICPLES. IT STRIVES FOR THE CONSTANT IMPROVEMENT TO THE PUBLIC SERVICE BY EMPLOYING AND DEVELOPING THE BEST QUALIFIED PEOPLE AVAILABLE, REGARDLESS OF THEIR RACE, COLOR, CREED, SEX, POLITICAL BELIEFS, NATIONAL ORIGIN, OR DISABILITY.