

Job Title: Operator 1
Status: Full Time / Hourly, Non-Exempt
Department: Field
Reports to: Lead Field Operator > Superintendent (GM)
Business Hours: Monday-Friday, 7:00AM-3:00PM, On-call, Overtime

SUMMARY:

Under the general direction of the Lead Field Operator or Superintendent (GM), Operator 1 performs duties as assigned. Operator 1 is not a supervisory role and reports to the assigned Lead Field Operator. In the absence of a Lead Field Operator, you will report to the Superintendent (GM) of the district.

In this role, the Water/Wastewater Operator will carry out a range of duties related to customer service fieldwork, water distribution and wastewater collections management. Water/Wastewater Operators have a range of responsibilities including but not limited to building, maintenance, and upkeep of wastewater system facilities, and other duties as assigned by the Lead Operator/Superintendent. They operate various types of powered equipment, ranging from light to moderately heavy and prioritize public health and safety by proactively addressing sewage overflows and blockages. Their duties encompass inspecting, cleaning, maintaining, constructing, and repairing wastewater collection systems, which include sanitary sewers, pump stations, pipes, and manholes.

ESSENTIAL JOB FUNCTIONS:

- Check for leaks and/or damage to infrastructure.
- Repair and maintain water infrastructure.
- Install and/or replace/repair water meters/service.
- Flush water mains for water quality or repairs.
- Collects water samples.
- Operate heavy equipment.
- Haul heavy equipment to and from job sites.
- Lift up to 100 pounds. Sit, stand, twist, bend, stoop, or kneel for extended periods while completing tasks.
- Work indoors or outside in inclement weather, including but not limited to heat, cold, rain, or snow.
- Climb and descend ladders.
- Clean work areas, trucks, and facilities.
- Inventory truck and stock with parts/tools as needed.

- Investigates and reports mechanical and electrical or other failures within the wastewater, water distribution or meter infrastructure.
- Performs various projects using personal computers and related software.
- Monitors readings from all water meters to verify operation.
- Reads meters for billing purposes.
- Process and complete assigned service orders, and transponder changeouts as assigned.
- Maintains storehouse, including loss prevention and inventory control.
- Ensures that work orders are updated and completed daily.
- Installs new water meters and disconnects meters for nonpayment.
- Remove existing water meters when needed and gather needed information.
- Replace meter boxes when needed.
- Program meter and radio for communication to the system.
- Analyze the job site to complete installations successfully and safely.
- Organizes tools, equipment, and supplies necessary to complete assignments.
- Inspects, cleans, and maintains equipment and tools in safe operating order.
- Performs routine inspections of assigned areas to detect any necessary repairs.
- Drives District vehicles to work sites, transports materials and assists other staff as required.
- Ensures that worksites are clean after work is performed and replaces landscaping.

Other Important Duties:

- May be subject to work outside normal business hours.
- May occasionally be required to be on-call, work weekends, and evenings/nights.
- Consistent attendance and punctuality are essential.

MINIMUM QUALIFICATIONS:

- High school diploma or GED.
- Bilingual, highly desired – Spanish.
- Must pass a pre-employment drug screen and MVR check.
- Background check required pursuant to TCEQ Reg-521 Criminal History Guidelines.
- Valid Texas Class C Driver License..
- Must obtain Class “D” Water License and Collections I Wastewater License issued by the TCEQ within 6 months of hire date.
- Must have reliable transportation

WORKING CONDITIONS:

- Work is performed in an outdoor environment and/or shop.
- May be subject to repetitive motion and heavy manual labor such as digging, repairing sewer lines/lift-stations, transporting, delivering, and picking up debris, or other required equipment.
- Daily physical labor that includes extended periods of sitting, standing, bending, reaching, kneeling, entering enclosed spaces, climbing ladders, lifting heavy equipment, digging potholes, operating other equipment and other similar physically exerting activities daily.

- May be exposed to moving traffic, subsurface areas, outdoors, in confined spaces, in trenches, on level, slippery, sloping, unstable, and muddy terrain, and under constantly noisy conditions; and work in adverse environmental conditions to include inclement weather such as rain, sleet, snow, heat, sun exposure, and hazardous conditions such as mechanical, fume odor, dust/mist, chemical; and exposure to insects, noxious plants, snakes, water borne pathogens, body fluids, and infectious diseases.

EQUIPMENT AND TOOLS UTILIZED:

- Equipment utilized includes but is not limited to computer, copier, calculator, telephone, District vehicles, sledgehammer, shovel, hand/power tools and equipment specific to area of assignment, ladders, testing equipment, generators, water pumps, and other industry related tools and equipment.

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Date