

Grand Water & Sewer Service Agency

Job Title: System Operator III Supervisor

Grade: 15

Position Summary

Under the direction of the Agency Manager, ensure the safe and proper operation and maintenance of the Agency's water and sewer system.

Typical Duties

All work performed must meet state and federal safety requirements.

Perform a variety of highly-skilled working level and supervisory duties related to the operation, maintenance, inspection, and testing of water supply and sewer collection systems.

Review water and sewer system construction plans for compliance to Agency standards and recommend changes.

Perform inspection, approval, and connection of water and sewer lines that are to be connected to the Agency system.

Operate and maintain Agency equipment including but not limited to backhoe, dump truck, vac trailer, sewer camera, and jetting trailer.

Operate and maintain a variety of hand and power tools including but not limited to drills, generators, welders, and tapping machines.

Coordinate materials required to complete scheduled projects.

Coordinate with contracts for all contract work.

Assist in preparing maps of system changes and additions.

Responsible for taking and sending required water samples.

Supply Manager with accurate reports indicating daily and monthly water and sewer flows.

Assist with development of operations and maintenance plans and recommend changes.

Participates in work zone safety procedures including but not limited to the use of personal protection equipment, flagging, confined space entry, and warning sign placement.

Other duties as required.

Working Conditions

Performance of job duties will require working in varied weather conditions such as extreme hot or cold, wind, rain, or snow. Lifting of 50 pounds, climbing into vaults and manholes, standing and walking for long periods of time, wet conditions, and high noise levels. Typical work hours are 40 hours per week Monday through Friday; however, working conditions will require the ability to respond nights and weekends.

Knowledge and Skills

Knowledge of the policies, procedures, equipment, and materials required for effective water and sewer system operation, inspection, and maintenance. Ability to communicate effectively both verbally and in writing. General knowledge of safety practices and procedures. Work experience in the aspects of water and sewer system related maintenance and operation.

Ability to follow written and oral instructions. Physical ability to perform required work assignments. Ability to follow established maintenance and operation programs. Maintain effective working relationships with other employees and interact with the general public in a polite manner.

Education and Experience

High School diploma or equivalent plus three years of work experience and two years of supervisory experience or a combination of both directly related to the above duties. Must possess at a minimum a grade II water distribution, level II backflow technician and a grade I wastewater collection certificates.