



Operator I (Water Group)

Public Works - Grade: 22

Bargaining Unit: Non Bargaining

CITY OF BELEN

Revision Date: 12/2015

Salary Range
\$14.85 – \$20.26 Hourly
\$30,896 - \$42,130 Annual

Title: Operator I (Water Group)

Department: Public Works

Supervised Received: Water Supervisor

Supervision Exercised: None

SUMMARY OF DUTIES: Performs a variety of working level semi-skilled duties related to the water system(s), construction, installation, maintenance, and general environmental protection. Water Level I Certification required.

ESSENTIAL DUTIES:

- Follows policies and procedures as set forth by the City of Belen.
- Performs routine duties within the water department; assists with construction and maintenance of water systems; performs simple janitorial work; assures proper installation and maintenance of water systems equipment.
- May assists in the installation of water systems; selects line sizes, spacing, and type of control equipment; installs, tests and maintains system(s) utilizing low operating features.
- May operate water department heavy equipment such as; backhoe, tractor truck, dump truck, pumper truck, etc.
- Monitors and makes necessary adjustments at water wells.
- Assists at water breaks/Sewer Breaks / Sewer Back Up to make necessary repairs.
- May perform general repair and clean up duties after water breaks.
- May perform various seasonal duties such as; snow removal; water line winterization, etc.
- Reads and installs community water utilization meters.
- Scheduled for on call on off-hours.
- Assists with City functions.
- Performs other duties as assigned.

QUALIFICATIONS

- Graduation from high school or GED; plus one year additional education.
- Currently hold and maintain Water Level I Certification.

- One year experience in water department work.
- A valid New Mexico’s driver license required.
- Good oral and written communication skills.
- Ability to establish and maintain working relationships with co-workers, supervisors, and other City personnel and the public.
- Ability to work independently and to complete daily activities according to work schedule with minimal supervision.
- Must complete a background investigation.
- Must pass drug and alcohol test and subsequent random testing.

EQUIPMENT USED: Knowledge to include use of common hand and power tools, maintenance and use of motor equipment, two-way radios, ladders, work tools (shovel, pick, screwdrivers, wrenches, & pliers, etc.), street and water equipment and maintenance (heavy) equipment.

PHYSICAL DEMANDS: While performing the duties of this job, the employee is frequently required to read, write, walk, sit, talk, or hear. The employee is frequently required to use hands or fingers to handle, feel or operate equipment and reach with hands and arms. The employee is required to push, pull, stoop, bend or kneel. The employee must occasionally lift up to 60 pounds and move up to 60 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT: While performing the duties of this job, the employee works both inside, but mostly outside in varying weather conditions including cold, hot, wet and/or humid conditions. The noise level in the work environment varies depending on activities scheduled; may be extremely quiet to extremely noisy.

This job description does not constitute a contract for employment.

I, _____ have reviewed the job description.
Signature

Print Name **Date:** _____