



Position Title	Operator I Water & Wastewater		
Reports to	Operation Manager thru Team Lead	Section	Operations
Start Salary	\$17.50 - \$27/Hour	Job Category	Non-Exempt
Date Adopted	August 24, 2022	Location	Main office & Various Site Locations

Purpose:

An Operator is primarily responsible for providing professional water and wastewater operations and maintenance for Crystal Clear and any other duties assigned by Team Lead or Management.

Essential Duties and Responsibilities:

1. Assists with maintaining the Workplace Safety Program in conjunction with the managers/supervisors of all CCSUD departments
2. Will be responsible for maintaining all portions of operations including but not limited to labor in relation to monitoring water production, storage filtration and disinfection facilities; monitor water distribution/wastewater collection systems including pipelines and satellite storage and pumping facilities; monitor elevated water storage tanks including valves and system monitoring equipment (SCADA). They are responsible to perform facility inspections, monitor and document their operation by reading equipment gauges, digital displays and other instrumentation as necessary; operate, adjust and monitor plant pumps, motors, pressure filtration equipment, chemical feeders and other equipment; participate in the review of work of outside contractors on all maintenance and installation activities and in the installation of water distribution and wastewater collection systems.
3. Assists in the smooth and accurate flow of work orders issued to this position
4. Assists in the adherence to safe and friendly work practices by all personnel assigned to the field operations
5. Provides excellent customer service
6. Performs any and all tasks as directed

Essential Knowledge, Skills and Abilities

1. Education:
 - a. High School diploma or GED preferred
 - b. "D" Water license preferred or must be able to obtain within 1 year of date of employment with the ability to obtain the next level of license as appropriate, maintaining at least a "C" Water license
2. Experience:
 - a. Working with water systems 2-5 years minimum preferred
2. Specialized knowledge:
 - a. Must be PC literate, i.e., at a minimum must have Microsoft Excel, Word proficiency
 - b. Bilingual in Spanish a plus
 - c. Must have knowledge of design, construction, functions and purposes of water treatment and distribution systems
 - d. Must have basic mechanical and electrical systems

- e. Must have knowledge of current physical and chemical processes involved in water and wastewater treatment, water distribution systems, and wastewater treatment and collections
 - f. Standard principles of hydraulics, biology, chemistry, and mathematics as related to water treatment, storage, and distribution as well as wastewater collections and treatment
3. Skills:
- a. Must have excellent communication skills both verbal and written
 - b. Must have excellent organizational and planning skills; strong attention to detail and a high level of accuracy
 - c. Must have excellent interpersonal skills, with the ability to interact with all levels of workers
 - d. Must have a high level of capability to become totally proficient in the use of all of the tools required to do their job
 - e. High degree of proficiency in problem analysis and assessment displaying good judgment and problem solving
 - f. Must be self-motivated in order to complete job requirements without constant supervision
 - g. Strong work ethic and time management skills
 - h. Information gathering and monitoring
 - i. Must have Initiative, Integrity and Adaptability

Work Environment and Physical Demands

1. Field environment. Work days: Monday through Friday. Hours: 8 AM – 5PM, except during emergencies and when requested. This position requires on-call hours and overtime.
2. Must have professional appearance, consistent with The Employee Policy Guide (uniforms are company provided)
3. Must pass criminal background check, pre-employment drug screening, and driving record check
4. Must be able to lift 25 lbs. continuously, 50+ lbs. intermittently
5. Must be able to work in extreme environmental conditions including dust, rain and low/high temperatures, i.e., Harsh Texas weather conditions
6. Must be able to work overhead and/or in confined spaces for extended periods

Disclaimer

This job family matrix description indicates the general nature and level of work expected of the potential candidate/employee. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the potential candidate/employee. Potential candidate/employee may be asked to perform other duties as required.