

Sunrise Water Authority Job Description

Title: Distribution System Operator III

Dept.: Operations

FLSA Status: Non-exempt

Reports to: Operations Manager

General Position Summary:

This position serves as a senior member of the Operations staff, providing expert knowledge of system maintenance and operation both under normal and emergency conditions.

Essential Functions/Major Responsibilities:

- Possess superior knowledge of distribution system operation and hydraulic performance.
- Isolate main breaks and lead the associated repair; provide tactical support during emergency operations and response.
- Troubleshoot pressure problems and service disruptions.
- Lead work teams in regular and emergency operating conditions.
- Manage and oversee the repair and maintenance of hydrants and valves.
- Oversee utility locates.
- Provide additional skill in mechanical or electrical systems (or other field related service).
- Oversee the maintenance and repair of key system assets, including pump stations, control valves, and other significant mechanical or electrical components.
- Serve as expert in field support for customers, answering questions, and gathering input from peers or superiors.
- Manage and oversee construction activities, including operating heavy machinery, traffic control and flagging duties.
- Able to identify unsafe work conditions, develop corrective actions, and eliminate hazards and risks.

Secondary Functions:

Other duties as assigned.

Job Scope:

- Provide superior or expert knowledge of the operation and maintenance of system assets and facilities.
- Deploy agency's policies and satisfy relevant regulatory requirements.

- Serve in a leadership or mentoring role to subordinates or other staff.

Supervisory Responsibility:

- This position has no supervisory responsibility.

Interpersonal Contacts:

- Communicates within the organization with other operations team members, CSR/billing staff, administration, and engineering and technical staff. These communications are in person, and through email, phone and radio.

Specific Job Skills:

- Superior knowledge of the distribution system and its operation.
- Ability to lead task teams and workgroups in both regular and emergency settings.
- Able to work effectively in a team environment.
- Ability to serve as a technical expert in customer interaction and support.
- Knowledge of construction and trench safety, including the ability to identify unsafe conditions and develop corrective actions to eliminate hazards.
- Ability to use tools, equipment and materials in the advanced repair and maintenance of water distribution system.
- Able to operate a computer and use standard administrative tools including word processing, spreadsheets, email and the internet.
- Ability to identify gaps in existing procedures or operations and proactively solve problems.
- Ability to lead teams or small workgroups. Be inspirational to other staff and respected for advanced technical knowledge of the system.

Education and/or Experience:

- High school diploma or GED is required.
- Must possess or obtain within one year from date of hire an Oregon Water Distribution III Certification.
- Must possess a valid Oregon driver's license and maintain a satisfactory driving record.
- Ability to complete proper training and certification in traffic control and flagging operations.

Job Conditions:

The position requires moderate to heavy physical labor, along with frequent work at night and in adverse weather conditions. On-call and after-hours duties are also required, including the ability to respond in emergency situations 24 hours per day, 7 days per week. The position may occasionally involve exposure to angry/aggressive people or activities in remote or isolated settings.

Physical Demands Summary:

The position requires continuous standing, walking, squatting or kneeling and lifting/carrying up to 50 pounds, as well as frequent bending, twisting, reaching, climbing, stooping, and grasping. The position also requires frequent driving of light/heavy vehicles, often at night.

Supervisor Approval