



City of Yelm
EST. 1924
WASHINGTON

“Proudly Serving Our Community”

Job Opening Announcement

Water Distribution Operator I / II – Public Works

FLSA: Non-Exempt

Reports to: Field Supervisor

Salary Range:

Water Distribution Operator I: \$4,049-\$4,836 (2019 Monthly)

Water Distribution Operator II: \$4,892-\$5,841 (2019 Monthly)

JOB SUMMARY

Under immediate supervision (Water Distribution Operator I) or general supervision (Water Distribution Operator II), performs skilled maintenance, repair, and construction work on the potable water treatment and distribution system of the Water Utilities Services Division; operates maintenance and construction tools and equipment; performs a variety of maintenance tasks relative to water distribution and treatment.

Determination of WDO classification of I or II starting status will be based on the applicant’s experience, training, certifications, and knowledge of the position as described below and fully described in the class specifications.

DISTINGUISHING CHARACTERISTICS

Water Distribution Operator I (WDO1): This is the entry level class in the Water Distribution Operator series. This class is distinguished from the Water Distribution Operator II by the performance of the more routine tasks and duties assigned to workers in this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters related to established procedures and guidelines as are positions allocated to the II level. Since this class is typically used as a training class, employees may have only limited or non-directly related work experience. Employees work under immediate supervision while learning job tasks.

Water Distribution Operator II (WDO2): This is the full journey level class within the Water Distribution Operator series. This class is distinguished from the Water Distribution Operator I by the assignment of the full range of duties assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from level I.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Principles and practices of water distribution maintenance and repair.

Basic principles of water treatment.

Common tools, materials, and motorized vehicles and equipment used in the maintenance and repair of a water distribution system.

Pumps, valves and backflow devices.

Basic mathematical principles.

Safe work practices and policies.

Ability to:

Work with the variety of tools related to water system maintenance.

Learn to safely operate a variety of maintenance equipment.

Perform heavy manual labor.

Perform semi-skilled maintenance duties.

Perform routine groundwater treatment procedures.

Understand and follow oral and written instructions.

Read and understand schematic diagrams.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Water Distribution Operator I

Education/Training: Equivalent to the completion of the twelfth grade.

Experience: One year of water system maintenance experience is desirable.

License or Certificate:

Possession of an appropriate, valid driver's license.

Possession of an Operator-In-Training (OIT) certification issued by the State of Washington Department of Health within 6 months of employment.

Possession of a Grade I Water Distribution Operator certificate issued by the State of Washington Department of Health within 18 months of employment.

Water Distribution Operator II

Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade.

Experience:

Two years of experience performing duties at a level comparable to a Water Distribution Operator I in the City of Yelm, including two prior years in possession of a Grade I Water Distribution Operator certificate issued by the State of Washington Department of Health.

License or Certificate:

Possession of an appropriate, valid driver's license.

Possession of a Grade II Water Distribution Operator certificate issued by the State of Washington Department of Health.

Possession of a Cross-Connection Specialist (CCS) certificate issued by the State of Washington Department of Health.

Physical Standards

Physical strength and ability sufficient to perform manual labor for extended periods under adverse conditions and in all types of weather.

Application Procedure

Please submit the application, resume and proof of certifications to Karen Bennett at karenb@yelmwa.gov.