

## **DISTRIBUTION SYSTEM OPERATOR**

### **Classification 3D**

#### Description

Under direction, to serve as the primary distribution system operator. Acts as senior member of the distribution crew responsible for the operation, installation, maintenance, and repairs of water mains, hydrants, services and other appurtenances related with distribution and storage facilities.

The Employee in this position is responsible for implementing the means and methods employed to complete assigned work safely and efficiently. Work involves manual labor and duties include the performance of other tasks associated with the operation and maintenance of a water distribution system, including that of competent person as defined by OSHA.

#### Examples of Duties

- Operates main valves, hydrants and service shutoffs.
- Works independently or as a member of a crew.
- Takes the lead and performs the more skilled tasks on installation and repair jobs.
- Layout of work for other crew members.
- Assists and trains in the proper methods of installing and repairing pipe, valves, hydrants, fittings and service lines.
- Performs work assignments using heavy and light equipment, machinery, power driven tools, and hand tools.
- Assists and trains crew members in the proper methods of trench preparations to provide a safe working environment.
- Assures that all work is being performed in accordance with safety requirements.
- Assures that all equipment is serviced and maintained in good working condition.
- Keeps field records and prepares basic reports.
- Assists and trains crew workers in the proper operation, use, maintenance and handling of various equipment such as pneumatic and hydraulic tools and power sources, construction pumps, etc.
- Performs standby duties as required.
- Responds to and handles job related customer complaints.
- Repairs, tests, removes and resets meters.
- Plows snow at District stations and other facilities.
- Assists in general maintenance activities on District buildings and equipment.
- Enter data into database systems for water quality and field changes to distribution system maps.
- Performs other related work as required.

## Employment Standards

A high school diploma or equivalent and a minimum of three years experience in the operation, installation, repair and maintenance of water distribution and storage facilities.

Demonstrated skill and working knowledge of the materials, methods, tools and equipment used in the installation and repairs of water mains, hydrants, services and meters.

Must have the ability to plan and direct the work of a small crew and provide leadership and training to other crew members; ability to maintain accurate records and prepare written reports; ability to follow oral and written directives; ability to read and understand blueprints and specifications; ability to coordinate work with others; and ability to get along with other crew members as well as with the general public.

Must have basic, intermediate preferred, computer skills. These include word processing, spreadsheet, and database operations. Must have the ability to learn new software programs and use GPS and data collection devices including laptop computers and hand-held devices.

Must have the ability to operate dump trucks, front-end loaders, backhoes, excavators and other motorized equipment safely and according to traffic laws and regulations. Must have the ability to make and assist in repairs and maintenance of motorized equipment.

Must have the physical strength and agility sufficient to perform assigned work that may include but is not limited to standing, climbing, walking, lifting up to 75 pounds, bending, pulling, pushing, grasping, reaching, stooping, crouching, sitting, reading, writing, typing, color determination, speaking and listening for extended periods of time in all weather conditions.

Must receive a PLHCP certification that they are able to wear and use a respirator and pass and maintain respirator fit testing.

Must have a State of Maine Class III Water Operator's License (Distribution).

Must have a valid State of Maine Commercial Driver's license. Must be insurable under the District's vehicle insurance policy.