

Three Rivers Water Department

Palmer, Massachusetts

Job Opening

Secondary Operator of Drinking Water Treatment and Distribution

General Requirements and Duties

This employee will be required to perform a wide variety of skilled and unskilled tasks in all areas of the drinking water system including treatment, distribution, and maintenance. Customer service and other tasks will be required to fulfill the District's mission of providing a continuous, safe, and reliable supply of drinking water at a reasonable cost. The Secondary Operator will perform these tasks under the general supervision of the Primary Operator. The Secondary Operator shall take responsibility for operations in the absence of the Primary Operator, though the Primary Operator or other employee will be on call and will respond when help is needed.

- Diagnose and repair water mains and service connections. Perform routine maintenance such as flushing water mains and exercising valves.
- Read and install water meters in residents' homes.
- Perform building and landscape maintenance.
- Drive a full size pickup truck regularly. Plow and shovel snow at the water department and fire department properties.
- Occasionally climb 50' high water storage tanks.
- Collect routine samples of drinking water according to state requirements and procedures, and deliver samples to laboratory for testing.
- The nature of the duties may involve the continuous presence of unpleasant or irritating elements such as considerable noise, odors, chemical fumes, dust, oil, grease, heat, and cold. Knowledge of work hazards and applicable safety precautions will be necessary. Personal protective equipment will be provided.
- Work requires hearing, seeing, and regular moderate to occasional heavy physical strength and effort. Work includes lifting and carrying heavy objects, pushing, pulling, standing, kneeling, reaching, and walking, sometimes for the majority of the work day and regardless of weather conditions. Work also requires that several tasks be performed using a computer. Must carry out instructions furnished in oral, written, and diagrammatical form, and must complete forms and diagrams.
- Must adjust to a variety of tasks requiring frequent change. Demonstrate competence and professionalism. Establish and maintain effective working relationships with employees and the general public. Successful CORI check required. Work shall be in accordance with the Three Rivers Water Department's Policies and Guidelines.

The essential functions or duties listed here are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Education and Licenses

A high school diploma or GED is required. Further relevant education or experience is preferred.

Possession of a class D driver's license is required.

The treatment and distribution exams should be completed, and the corresponding Treatment 1 (T1) and Distribution 1 (D1) In-Training Licenses should be obtained within six months and no later than one year following the date of hire. The cost of related coursework and materials will be covered by the department. Knowledge of basic algebra and geometry will be necessary to complete the coursework and exams. More information about the required licenses may be found here:

<https://www.mass.gov/get-a-drinking-water-supply-facility-operators-license>

Hours

This position is available to both part time and full time applicants. Salary and benefits will be discussed during the interview.

There is flexibility regarding the majority of days and times for work, as long as much of that time falls within normal business hours. However, some work each weekend and during some holidays is required. Also, work is required on-call during occasional situations, such as when a main pipe breaks, which may happen during the day or night.

Proximity

Residency is not required. Must be able to respond during emergency situations within one hour at minimum.

To Apply

Please send a cover letter, resume, and list of references to mduguay.trwd@gmail.com.

The probationary period for this position is 1 year. Management reserves the right to terminate employment with or without cause during this probationary period.