

CITY OF THE COLONY Status: Non-Exempt Supervised By: Crew Leader	OPERATOR	WATER DISTRIBUTION Revised 01/2015
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JOB SUMMARY
Maintain and operate water and sewer distribution lines. Operate many types of tools and equipment. Ability to follow written and verbal instructions. Provide quality customer service to the citizens of The Colony.

ESSENTIAL DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. Maintenance and operation of water and sewer systems. 2. Employee will report to the crew leader and may supervise small groups of operators when the crew leader is not on site. 3. Operating and maintaining various types of valves, fire hydrants, and water distribution parts. 4. Inventory parts, reports on job sheets, turning on and off water systems. 5. Must be able to lift and carry 100 pounds; drag, push or pull 150 pounds, stand, bend & twist for extended periods of time. 6. Work in extreme cold, heat, rain, ice or snow. 7. All employees are subject to on call service 24 hours a day, 7 days a week. 8. Learn operations of a backhoe, jetting machine, pumps and other types of equipment. 9. Communicate effectively and courteously in person, in writing, over the telephone, and via e mail. 10. May be required to perform other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES
Some mechanical skills. Ability to communicate with others, read, write and have good math skills.

EDUCATION, EXPERIENCE AND CERTIFICATION
High school diploma or G.E.D. Texas drivers license, with acceptable driving record. Ability to acquire a C" certificate of competency in water distribution within two years, and a class B- CDL within 6 months of employment.

Employee Signature:	Date Signed:
Immediate Supervisor and/or Department Head:	Date Signed: