



The Whitinsville Water Company is seeking a qualified person to fill the position of “Water System Operator”. Below is a description of the company and position.

**SUMMARY:** Whitinsville Water Company is a private utility with a full time staff of 11 and serves drinking water to portions of Northbridge and Sutton, Massachusetts. The company also provides contract operations for nearby water systems as well as water infrastructure repair services. This is a responsible professional work classification. This position will be responsible for all facets of water operations in the company. This individual is required to have a Grade 2 Drinking Water Treatment license (or higher) or the ability to obtain one within six (6) months.

**ESSENTIAL DUTIES AND RESPONSIBILITIES (includes the following):** Performs daily operation activities with water system including, monitoring of treatment facilities, monitoring of pump stations and tanks as well as repairs and preventative maintenance. Trouble shoots problems at water facilities and takes corrective action. Performs daily pump station inspection rounds; drives to the pump station locations throughout the surrounding area to inspect the facilities and records data as required. Follows proper SOPs for facilities. Verifies readings to confirm proper pump station activity and records readings. Takes daily water quality samples from facilities and throughout town to monitor water quality. Fills chemical tanks, adjusted chemical feed systems, monitors analyzers, and monitors SCADA system at facilities. Adjusts pumps, valves and operational equipment as needed. A thorough understanding of water treatment operations and SCADA systems is highly desirable.

May assist with excavations and repairs to water system appurtenances including but not limited to water mains, services, hydrants, and related facilities/equipment and meters. Install new facilities and equipment. Performs system maintenance on facilities/equipment and/or replacement of existing facilities/equipment as required. Position may require overtime/weekend/holiday/nightwork. This includes pump station rounds, annual hydrant flushing (3<sup>rd</sup> shift) and emergency repairs.

May conduct service calls to customer locations and interact with customers to meet customer needs. May collect water meter readings.

**The above description should not be construed as to limiting miscellaneous functions the employee may be asked to perform outside of those listed.**

**QUALIFICATIONS:** To perform this job successfully, an individual must perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:** High School diploma or general education degree (GED) a minimum; technical degree/certification is desired. Three to five + years experience in a

similar position is desired. Technical experience with SCADA controls and/or water system controls as well as water treatment experience desired. Computer experience is desired.

**LANGUAGE SKILLS:** Ability to read, analyze interpret and respond to common inquiries or complaints from customers, regulatory agencies or members of the business community. Ability to present information to top management or public groups.

**MATHEMATICAL SKILLS:** Exceptional mathematical skills are required for this position. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.

**REASONING ABILITY:** Plan interpretation and regulation comprehension is essential. Ability to define problems, collect data, establish facts, and draw valid conclusions.

**CERTIFICATES, LICENSES, REGISTRATIONS:** Valid Drivers License and Commonwealth of Massachusetts Grade 2 Drinking Water Treatment license (or higher) or ability to obtain.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work envisioned in this job category includes facility and water system operation and maintenance.

While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions and toxic or caustic chemicals. The employee is frequently exposed to moving mechanical parts, fumes and or airborne particles, risk of electrical shock, and vibration. The employee is occasionally exposed to elevated areas, outside weather conditions; cold, and heat. The noise level in the work environment may be loud.

**COMPENSATION:** This position is a minimum 40-hour position, Monday through Friday 7:30 a.m.-4:00 p.m., with some on-call duties weeknights and weekends. Compensation is negotiable based on certification levels and experience.

**APPLICATION:** Resumes should be submitted to Randy Swigor, Whitinsville Water Company, PO Box 188, Whitinsville, MA 01588 or [rswigor@whitinsvillewater.com](mailto:rswigor@whitinsvillewater.com). Position will remain open until filled. Whitinsville Water Company is an Equal Opportunity Employer.