

Isle of Palms Water and Sewer Commission

The Isle of Palms Water and Sewer Commission has an immediate opening for a Systems Operator Position. The successful candidate will work in the field involving Reverse Osmosis Treatment, Transmission/ Distribution, Sewer Collection Systems, and Wastewater Treatment. A strong background in water distribution installation and repair is a plus. Troubleshoot residential and commercial AMI meter problems; perform excavations in a safe manner using either a backhoe or a mini excavator.

Must possess or have the capability of obtaining a 'D' level operator certification in water/ wastewater treatment and distribution systems. A high school diploma and SC drivers license are required. Starting salary is \$52,000 to \$80,000 per year. The Commission offers a competitive benefits package through the State.

Benefits:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Retirement Plan
- Paid Time Off

Full Job Description is below.

POSITION DESCRIPTION

SYSTEMS OPERATOR

Department: Operations

GENERAL DESCRIPTION:

Under the direct supervision of the Operations Manager, operates and performs routine maintenance and repair of the water and wastewater and treatment systems.

ESSENTIAL FUNCTIONS:

Operates and maintains sewer collection, Membrane Bioreactor (MBR) Wastewater Treatment System, Reverse Osmosis (RO) Water Treatment Plant, Water Distribution system, and the deep wells.

Performs maintenance and repair duties to ensure the continued operation of the sewer collection and treatment system, water distribution system and deep wells.

Performs skilled electrical installation, maintenance, and repair of water and sewer system pumps, control panels, motors, and other electrically operated machinery and equipment.

Observes variations in operating conditions, interprets meters, gauges and test results to determine system requirements.

Locate, test, and record operation of water valves.

Test generators as scheduled.

Reports on major problems to the Operations Manager.

Monitors control panels.

Maintains log of operations and records meter and gauge readings.

Collects samples in accordance with standard methods latest editions.

Cleans treatment plants as required.

May operate and maintain power-generating equipment to supply power to plants.

Assists in locating, inspecting, repairing, and installing sewer taps and water taps.

Inspects manholes for stoppage and cleans and repairs manholes as needed.

Replaces and raises manhole covers as necessary.

Communicates with office and other operators using radio.

Maintains equipment used in cleaning and repairing sewer lines and sewer collection and treatment system.

Maintains equipment used in cleaning and repairing deep wells and the water distribution system.

Checks pump stations daily following specified checklist.

Conducts water re-reads as requested.

Responds to emergency calls as required.

Maintains lift stations.

Installs, replaces, and verifies signal on radio and antenna on all water meters.

Ability to work nights, weekends, and holidays.

Perform confined space entry when needed.

Provide proper traffic control when needed.

Cleans/clears water, sand, and other substances from in and around meter to ensure accuracy of reading.

Replaces meter covers when damaged.

Inspects meters and connections for defects, damage, and unauthorized connections.

Indicates irregularities on work order form for necessary action by service personnel.

Verifies readings to locate abnormal consumption and records reasons for fluctuations.

Turns service off for non-payment of charges, in vacant premises, or on for new occupants.

Assists other Systems Operators in proper use of computer hardware and software, as well as in other aspects of RO plant operations.

EQUIPMENT, WORKING CONDITIONS, HAZARDS, PHYSICAL STRENGTH REQUIREMENTS AND PHYSICAL DEMANDS ASSOCIATED WITH WORKER ESSENTIAL FUNCTIONS:

EQUIPMENT:

Machinery/equipment used to perform Wastewater Operator functions, i.e., pick-up truck, backhoe, mini-excavator, ground penetrating radar (GPR), pumps, power rodders, water jet sewer flushers, hand tools, back brace/support, knee pads, brooms, brushes, shovels, rake, clippers, key for turning water supply on/off, manual vacuum pump, power blower, scales, steam cleaner, buckets, protective clothing, detergents, solvents, sewer cleaner, filters, hoses, measuring containers, hammer, hard hat, safety glasses, chain saw, gas powered generator, metal detector, rubber boots and gloves, steel toe boots, ear plugs, barricades, radio transmitter and receiver.

WORKING CONDITIONS:

Working outside most often - inside as required. Subject to wet and humid conditions- contact with water or other liquids and atmospheric conditions with moisture content sufficiently high to cause bodily discomfort. Subject to atmospheric conditions- one or more of the following conditions may affect the respiratory system or the skin: FUMES, ODORS, DUSTS, MISTS, GASES, or POOR VENTILATION. Subject to noise and vibration- noise/vibration, either constant or intermittent. Subject to working in confined space. Access to sewer treatment plant by ladder/steep stairs only.

HAZARDS:

Conditions or situations in which there is risk of danger to life, health, or bodily injury. Includes a variety of physical hazards and conditions, such as performing tasks in inclement weather, proximity to moving mechanical parts, electrical shock from above and below ground electrical lines, gas line explosion, working in areas where ground is unstable, exposure to toxic chemicals and biological agents, combustible gases, insects, and snakes.

PHYSICAL STRENGTH REQUIREMENTS:

Heavy work: exerting up to 100 pounds of force occasionally, and/or more than 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

PHYSICAL DEMANDS:

Seeing, near and far acuity, depth perception, field of vision, accommodation, color vision. Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, handling, fingering, feeling, talking, hearing, smelling.

MARGINAL FUNCTIONS:

Assists in pulling pumps from pump stations as requested.
Marks location of water and sewer lines to prevent accidental damage from diggings.
Maintains areas around the treatment plants and pump stations; trims grass and removes weeds. Performs other duties as required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the standards, practices, and equipment of water and sewer system maintenance.
Knowledge of the basic safety hazards and proper precautions relating to water and sewer system maintenance.
Knowledge of the geography of the Isle of Palms.
Ability to perform strenuous physical labor and to exert up to 100 pounds of force.
Ability to maintain a positive, efficient and helpful demeanor with internal and external customers.
Ability to follow work assignments without direct supervision.
Ability to operate and maintain equipment used in the maintenance and repair of the water and sewer systems.
Ability to solve simple problems with minor supervision.

EDUCATION, TRAINING, AND EXPERIENCE:

Graduation from an accredited high school or GED with previous experience in the operation and maintenance of water and sewer systems preferred.

Must possess or have the ability to obtain "D" Level Certification, within twelve months of assuming the position of Systems Operator, in water treatment, biological wastewater treatment, and transmission/distribution for operation and maintenance of water or wastewater systems.

Possession of a valid South Carolina Drivers License.

(Note: The listing of essential functions in this position description is representative, not exhaustive. It is not necessarily a detailed description of all work responsibilities, and it does not give exclusive title to every function described.)