Green Area Water & Wastewater Authority (GAWSA)
Water/Wastewater Utility Operator I

ABOUT GAWSA

Green Area Water & Sanitary Authority (GAWSA) is a local municipality (special district) providing drinking water and sanitary sewer service to the residents of the Green District of Roseburg and nearby outlying areas such as Roberts Creek, Glengary Loop, and McClain Avenue.

POSITION SUMMARY

Under general supervision, the Water/Wastewater Utility Operator I performs semiskilled work in support of the construction, repair, maintenance, and operation of the Authority's water and wastewater collection systems, facilities, equipment, and grounds. The position serves as a member of the Authority's maintenance crew and performs other related duties as assigned.

While this position does not have formal supervisory responsibility, it may lead work activities on assigned projects. The duties listed describe the core responsibilities of the role, but additional assignments may be given as needed to support operational needs.

Response Time Requirement: operator must be able to report onsite within 30 minutes while on call or for emergency response.

DUTIES AND RESPONSIBILITIES

The following duties are representative of the position's principal responsibilities and are not intended to constitute an exhaustive list:

- Perform routine construction, maintenance, and repair activities, including locating, identifying and repairing leaks; flushing sewer lines; excavating ditches; installing and repairing water mains; and inspecting treatment plants, pump stations, and tank sites.
- Inspect, operate, and exercise valves to prevent seizures; flush dead-end water lines to remove sediment; and take water samples for testing
- Locate, identify, and mark water distribution and sewer collection system facilities, including valves, fire hydrates, blow-off, and manholes.
- Install, relocate, and adjust meter boxes and valve cans; install and replace meter service connections.
- Provide field support to the Authority office as assigned, including reading meters, investigating potential leaks, completing nonpayment lock-offs, and providing professional customer service.
- Safely operate and perform minor maintenance on light-duty service vehicles and small gasoline-powered equipment.
- Serve as Assistant Water Treatment Plant Operator when assigned.
- Maintain Authority facilities, grounds, and property in a safe and serviceable condition.
- Participate in specialized training for the safe handling of hazardous materials and confined-space entry.
- Participate in weekly/monthly team meetings.
- Participate in the rotating on-call schedule, including weekends and holidays.
- Interact professionally with coworkers and members of the public to provide service and exchange information.
- Consult with technical professionals to obtain information related to the operation and maintenance of the Authority's treatment facilities and water distribution and wastewater collection systems.

WORK SCHEDULE AND CONDITIONS

- The position is subject to call-back assignments, overtime, and emergency response duties on weekends and holidays.
- Work may involve exposure to dust, pollen, chemicals, water, wastewater and other fluids.
- The field environment is usually moderately noisy, with higher noise levels when operating hand-held power equipment.

QUALIFICATIONS

- High school diploma or equivalent.
- One year of experience in general construction or in the operation and maintenance of a water or wastewater system is preferred.
- Valid driver's Oregon driver's license (or obtain within 90 days if out-of-state) and satisfactory driving record

Knowledge of

- Tools, materials, terminology, methods, and procedures used in the construction, maintenance, repair, and operation of water and wastewater systems.
- Safe operation of light-duty vehicles and small gasoline-powered equipment.
- The layout and mechanical components of the Authority's water distribution and wastewater collection systems.

Ability to

- Identify and obtain the tools and materials required to complete assigned work.
- Perform a broad range of maintenance and repair activities safely and effectively.
- Understand and follow oral and written instructions.
- Perform manual labor in varying weather conditions and lift 70 pounds.
- Work safely in confined spaces and at varying depths and heights.
- Establish and maintain effective working relationships with supervisors, coworkers, contractors, and members of the public.

LICENSES AND CERTIFICATIONS

- Obtain an Oregon Water Treatment I, Water Distribution I, or Wastewater Collection I certification within 12 months of the date of employment.

GUIDELINES

Work is performed in accordance with established Authority policies, procedures, standards, and supervisory direction.