



POINT ROBERTS WATER DISTRICT NO. 4

P.O. Box 39, Point Roberts, WA 98281
Tel: (360) 945-4696 Email: prwd@whidbey.com

Point Roberts Water District #4 is looking for a dedicated, hard-working individual to join our team as a full-time Field Operator.

OVERVIEW:

The primary responsibilities of this position consist of the maintenance and operation of the district's water system, which includes reservoirs, water mains, pumping stations, monitoring systems, fire hydrants, and water meters. Other responsibilities include meter reading, and operation & maintenance of sewer systems.

Applicants must possess basic math skills, a strong mechanical aptitude, and the ability to maintain accurate records.

This position requires working in all types of weather conditions and the ability to perform strenuous physical labor, including digging, climbing in and out of trenches and manholes, and the ability to lift up to 100 lbs.

This position requires on-call time during nights, weekends, and holidays. Some callouts occur during the night, and emergency situations such as main breaks require an immediate response. The ideal candidate will live in or be willing to relocate to Point Roberts, or alternatively arrange to stay locally during their on-call periods.

The field operator is a public servant, and as such she/he must always treat the public with courtesy.

QUALIFICATIONS:

The Field Operator must:

1. Have a high school education or equivalent.
2. Qualify for Water Distribution Manager 1 certification within 18 months of date of hire.
3. Have a valid Washington State driver's license and good driving record and be capable of acquiring a commercial driver's license.
4. Be admissible into Canada, as the job periodically requires traveling into or through Canada. Possession of a Nexus card for expedited border crossing is ideal.
5. Have a familiarity with computers.
6. Be able to use hand and power tools.

The ability to operate heavy equipment is a plus. Experience operating or installing water infrastructure is preferred but not required.

DUTIES AND RESPONSIBILITIES:

1. Fulfill service orders as they arise. These tasks include checking/servicing/replacing meters, following up on reports of potential water system problems, and interacting directly with customers regarding their questions and concerns.
2. Perform routine maintenance of district facilities to ensure operational readiness, cleanliness, and general appearance.
3. Operate and maintain the district's water system. This includes a range of tasks, from calibrating instruments and monitoring water quality parameters to flushing water mains and repairing underground infrastructure. A new hire will be expected to learn to operate the system as they work toward becoming a certified water system operator.
4. Operate and maintain the sewer systems that the district oversees. This includes logging pump hours, maintaining lift stations, and taking samples.
5. Keep accurate and complete records.
6. Follow established policies, procedures, rules, and regulations.
7. Assist in emergency situations when and where they occur, including during nights, weekends, and holidays.
8. Be available during on-call shifts in Point Roberts within 30-minute response time.
9. Work cooperatively and safely with other personnel, sometimes in physically demanding conditions.
10. Work in all weather conditions.
11. Work independently at times.
12. Perform all required field operations, including climbing in and out of trenches and manholes, and lifting up to 100 lbs.
13. Perform other tasks as assigned.

COMPENSATION AND BENEFITS:

Salary: \$20-\$25/hr depending on experience

Paid Holidays

Paid Vacation after first year

Sick Leave: 12 days per year

Medical Insurance: After 3 mo/90 day waiting period.

Retirement: WA State PERS 2 or PERS 3

The Point Roberts Water District No. 4 is a drug, alcohol, and smoke/vape free workplace. Employees may be subject to regular drug and alcohol testing.

This position is subject to a 6-month probationary period.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Please direct resumes to Wesley Hubbard, Manager, via one of the following methods:

EMAIL:

prwd@whidbey.com

MAIL:

Point Roberts Water District #4

PO Box 39

Point Roberts, WA 98281

IN PERSON:

2002 Benson Rd., Point Roberts, WA