
Gold Mountain Community Services District

Job Description

Maintenance Worker / Operator-In-Training (OIT)

Description

Under the direction of the General Manager works independently or as a member of a crew to provide assistance efficiently and productively as needed in the repair, replacement, operations, and maintenance of District facilities; and performs a wide variety of unskilled and semi-skilled manual and automated tasks. This is a safety sensitive position.

Essential Job Duties

- Monitor water and wastewater facilities daily.
- Read various meters used in water production and distribution and wastewater collection. Record and interpret readings.
- Maintain tools and equipment.
- Assist in the repair of pipe leaks on District's water distribution system and wastewater collection system.
- Assist in the installation of water mains and fittings.
- Assist in the maintenance, repair and/or replacement of pumps, motors, valves and various water production and distribution and wastewater collection and disposal facilities.
- Work in confined space areas such as manholes and vaults.
- Assist in controlling traffic to facilitate the repair, replacement, operating and maintenance of District facilities.
- Repair and maintain District buildings and grounds.
- Interface with District customers in a positive, professional, and courteous manner, and resolves customer water and wastewater issues. When necessary, escalate customer issues to the Lead Operator or in the absence of the Lead Operator, to the General Manager for resolution.
- Perform accurate and timely record keeping functions such as logging system operations, test results, maintenance work performed, and unusual operating conditions encountered.
- Prepare reports in a timely and accurate manner; maintain files and enter data into a computer system.
- Maintain tools and equipment used in performance of District jobs.
- Assist in maintaining District roadways and common areas to be free of trash and other debris.
- Frequently works outside in a variety of weather conditions ranging from snow to high summertime temperatures.

Required Qualifications

- High school diploma or equivalent.
- Knowledge of basic construction tools and equipment.
- Possess and maintain a valid Class C California driver's license and an acceptable driving record.
- Ability to read maps, instructions, work orders, letters, reports, and memos.
- Ability to complete work reports in a timely manner.
- Ability to follow directions.
- Ability to relate cooperatively with members of the public and District personnel.
- Ability to read, write and compile data and analyze reports.
- Lifting, pulling, and managing heavy equipment and objects.
- Finger dexterity, hearing, and vision.
- Safe handling of potentially dangerous materials and chemicals.
- Ability to work in confined spaces and to climb ladders to work at heights such as water tanks.
- Safe driving practices and compliance with all safety policies, procedures, rules, and orders.
- Must be available and willing to be on a 24-hour call basis.

Desired Experience

- Basic knowledge of operations and materials used in potable and non-potable water transmission systems and wastewater systems.
- Intermediate knowledge of safe operation and use of a light and moderately heavy motorized and power construction equipment and tools.
- D1 Water Distribution License
- Work Experience Water Distribution Systems.
- Work Experience Wastewater collection system.
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This is a non-exempt position subject to the Fair Labor Standards Act (FLSA).

This position will be an on call position and will carry a District supplied cell phone and be generally available 24 hours a day 7 days a week for emergencies. Compensation for such on-call duty is paid at a daily rate to be determined by the District Board of Directors. Incumbent must be able to respond to an emergency call out and report to the District worksite as directed within sixty (60) minutes of such emergency call. If the circumstances of a trip out of the local vicinity is anticipated and will not allow the required sixty (60) minutes response time to a potential emergency call-out, the incumbent is responsible for making alternate arrangements to maintain emergency coverage for the District and must report such anticipated absences to the General Manager. Failure to do so could involve disciplinary action up to and including dismissal.

Offer of employment is contingent upon passing a drug screening test in compliance with the District policy of a drug-free workplace.