



respect - Communication - Integrity - Teamwork - family

Distribution Operator II

DEPARTMENT/DIVISION: Public Works/ Water/Geothermal

GRADE: 6

GROUP: AFSCME

FLSA STATUS: Non-Exempt

EFFECTIVE DATE: July 1, 2011

SUMMARY

An employee in this position works independently or as part of a work crew often without direct supervision and is expected to perform duties based on instructions or specific objectives and reviews work for accuracy and adherence to standards. This distribution operator position is an intermediate level position. This is a semi-skilled operator position in the construction, operation, and maintenance of the City's water distribution system for the employee who has proven himself as a Water Distribution Operator I. An employee of this classification must have demonstrated the ability to act independently and efficiently while performing duties. Employees with specialized training may be included in this position. This position may entail some shift work, weekends or holidays, as assigned.

EXAMPLES OF DUTIES

Duties may include but are not limited to the following:

Any one position may not include all the duties listed, nor do the listed examples include all the tasks which may be performed in positions of this class.

Ability to perform tasks such as take care of all customer service orders, read meters, and operate and maintain a variety of utilities-related machinery and equipment with a minimum of guidance and instruction.

Demonstrate a good working knowledge of pipe fittings, valves and inventory.

Ability to discuss matters of water utility policy with the general public.

Be familiar with City Codes, resolutions and policies and follow required City safety practices.

Ability to install meters, pipes, valves, hydrants, etc., with minimum direction or supervision.

Install/repair/maintain pumps/pump motors, pressure/flow control valves, telemetry system, backflow assemblies. Facilitates and completes leak repairs in the water and geothermal distribution system.

Collects and records data and information related to water utility operations. Maintains complies and updates reports and calculations and other pertinent information as needed.

Routinely oversees and monitors day to day operations of all water source/distribution pumping and storage facilities. Routinely collects water samples for quality analysis as required by state and Federal regulatory agencies.

Ability to maintain and operate all chlorination equipment.

Ability to work independently on tasks directed by the foreman and/or other Water Department supervisory personnel.

Performs a variety of routine and custodial tasks.

QUALIFICATION REQUIREMENTS

Education and/or Experience:

Must have standard high school education (12 years or equivalent). Must have a minimum of 4 years of work experience or an equivalent combination of education and experience sufficient to successfully perform the essential duties, knowledge of basic plumbing principles/practices and hydraulic principles. A person in this position must have knowledge of Federal, State and local rules/regulations governing the operation of a public water system. This position must have basic skills in using a computer and related software applications.

License/Certifications:

Must pass the Water Distribution Operator Grade II Examination with a passing grade of 70%, and be able to demonstrate through application all knowledge required to achieve the Grade II Certification, as outlined by the State of Oregon Water Personnel Certification Rules. Must possess and maintain a valid Oregon Driver's License and must obtain Commercial Driver's License within six months.

PRE-EMPLOYMENT

Job offers for this position are contingent on the individual passing a pre-employment drug screen.

KNOWLEDGE, SKILLS and ABILITIES

The requirements listed below are representative of the knowledge, skill and/or ability required.

Knowledge of:

City of Klamath Falls cross-connection control rules and regulations.

Skill in:

Ability to prepare field sketches of work for as-built preparation and permanent recording; Ability to read maps and plans efficiently; must have good mechanical aptitude.

Ability to:

Read, interpret and follow written and oral instructions; demonstrate above average ability to communicate effectively, and to establish and maintain an effective relationship with co-workers and the general public.

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 qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee frequently is required to climb or balance. The employee is occasionally required to sit.

The employee must regularly lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the 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 qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and fumes or airborne particles. The employee is occasionally exposed to extreme heat and vibration.

An employee in this position must withstand exposure to variable weather conditions.

The noise level in the work environment is usually loud.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

