

WATER UTILITIES OPERATOR *

Function of Job:

Under general supervision of designated supervisor, or working independently on revolving shift, to perform duties related to the proper operation and maintenance of Water Treatment Plant, swimming pools, reverse osmosis/deionizer water systems, and associated equipment, reading of utility meters, and billing.

Characteristic Duties and Responsibilities:

1. Operate water treatment plant and water distribution systems to provide safe, potable water for domestic use, and an adequate quantity at sufficient pressure for fire protection, insuring conformance to Environmental Protection Agency and N.H. Drinking Water and Groundwater Bureau standards.
2. Conduct daily, hourly, and weekly analysis and testing of water samples for pH, alkalinity, chlorine residual, turbidity, fluoride, bacteria, dissolved oxygen, hardness, and color, and make appropriate changes to chemical feed rates from results of tests to maintain high quality water.
3. Clean, control, adjust, and maintain reverse osmosis and deionizer systems to provide ultrapure water for reagents and standards.
4. Maintain central water softener system to provide unlimited soft water for research.
5. Treat indoor and outdoor pools and ponds with appropriate chemicals and techniques to maintain high quality of water to meet standards and health requirements.
6. Read utility meters to provide accurate data of total consumption and to comply to applicable standards.
7. Test and repair water meters as required.
8. Repair and overhaul, as necessary, water pump and related equipment and repair other mechanical and electrical equipment as assigned.
9. Install chemical feeders and controls, and adjust as necessary.
10. Fill feeders and drums, and clean water tanks and equipment room as necessary.
11. Testing and analysis of remote wells as required.
12. Prepare and maintain charts and records and analyze data obtained.
13. Work with state and federal officials and private concerns as required, including community groups working on watershed issues.
14. Attend training as required to maintain licenses and certifications.
15. Supervise staff and contractors as assigned.
16. Participate in institutional professional development and training.
17. Perform related duties as assigned.

Minimum Acceptable Qualifications:

1. High school graduation.
2. Three years of experience in the operation of mechanical equipment used at water or sewage plants.
3. Completion of courses in water treatment chemistry and biology.
4. New Hampshire Class 1A (or higher) Treatment and Distribution license or attainment of such license by successfully completing State exam within one year of initial employment.
5. Knowledge of water analyses and chemicals used in water treatment, testing and reaction as applicable.
6. Ability to install small chemical feeders and controls.
7. Ability to analyze charts and maintain appropriate records.
8. Willingness to work revolving shifts, substitute for absent workers, respond to emergency situations and be on-call carrying pager outside normal work hours.
9. Adequate vision and color perception for conducting of tests.

10. Sufficient strength and physical dexterity to perform duties and responsibilities of this job, including heavy lifting.

Additional Desirable Qualifications:

1. Valid motor vehicle operator license.
2. Computer skills as required by department.

2/1/2012

System Approval

2/1/2012

Effective Date

This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position.

* Revised - Original approved 4/5/75 and revised 8/15/78, 12/24/80, 3/10/82, 7/29/83, 10/10/83, 5/20/97, 12/27/97, 4/17/98, and 5/17/11