

## CWA WATER SYSTEM TECHNICIAN JOB DESCRIPTION

**Starting Salary: \$28 p/h (not including on-call rate/hours)**

**Closing Date: Sunday, April 30<sup>th</sup>, 2023**

### I. PURPOSE

This document serves to outline the job summary, major responsibilities, experience, training, and work environment for the Camano Water Association (CWA) Water System Technician. It is not possible to include all work duties in this job description, therefore all tasks that are within the scope and spirit of the job are expected to be undertaken as needed.

### II. JOB SUMMARY

The Water System Technician under the direction of the Operations Manager is responsible for routine operations, systems operations, support equipment maintenance, sampling, and customer service. This position is a full-time non-exempt (hourly) employee with mandatory on-call hours. Position requires prompt and reliable attendance whether during normal operating hours or on-call time, in a variety of inclement weather types, during the day or night. This position offers long-term career opportunities for a candidate who is eager to further expand their skills and job knowledge over time.

### III. JOB DUTIES AND RESPONSIBILITIES

#### A. Systems Operations

- Read and record meter readings, well, treatment plant, service meters.
- Read all source meters as well as vault meters, read pressure system meters, inspect areas for downed trees, vandalism, anything out of the ordinary, and report incidents to the Operations Manager.
- Take daily chlorine samples (Mon-Fri).
- Fill salt hopper.
- Flush all dead ends.
- Locate mains and services.
- Learn to install new services.
- Learn to tap water mains.
- Learn to repair all aspects of water distribution system.
- Learn to troubleshoot and repair problems at treatment plant.
- Learn to install backflow prevention assemblies.
- Maintain safe work practices/job safety standards during all tasks.
- Required to be on-call (bi-weekly) with the assistance of the Operations Manager until training is finished. After training, on-call time will be worked independently unless the situation requires additional support.

#### B. System and Support Equipment Maintenance

- Clean and winterize/de-winterize all well houses.
- Flush mains as needed.
- Clean treatment plant and help maintain the grounds around it.
- Clean shop.
- Maintain cleanliness/readiness of work truck (interior/exterior) and supplies it carries (daily, or when time allows).
- Take trash to dump.
- Learn to clean and adjust chlorine analyzer.
- Maintain chlorine injection system at treatment plant as well as chlorine pumps.
- Perform preventive maintenance on chlorinators, transfer pumps, trash pumps, pressure pumps.
- Repair leaks, maintain equipment and supplies, maintain buildings and grounds, maintain wells, valves, hydrants, and meters.
- Perform valve exercising/hydrant maintenance on rotating yearly cycle.

#### C. Customer Service

- Interact with members regarding leaks, locates, and health concerns.
- Respond to customer complaints.
- Inform customers when system work affects them.

### IV. JOB REQUIREMENTS

#### A. Licenses and Certifications

- Must have a current Washington State Driver's License. Applicants must provide a current Washington State Patrol driving abstract.
- After an initial 12-month period, be able to obtain one of the following certifications per calendar year until series is complete.
- Cross Connection Control Specialist (CCS) Certification.
- Washington State Department of Health Water Distribution Manager 2 (WDM2).
- Washington State Department of Health Water Treatment Plant Operator (WTPO1).
- Washington State Department of Health Backflow Tester (BAT) Certification.
- Maintain active status of certifications via Continuing Educational Units (CEUs) once attained.

#### B. Skills and Experience

- High School Diploma or GED.
- Minimum of one year's experience in a physically demanding job – ideally in the field of utility maintenance and repair.
- Water system experience (preferred but not essential).
- Organizational and people skills.

C. Physical Ability

- Position requires a full and uninhibited (either by weakness or prior injury) range of physical movement.
- Able to lift 50 pounds unaided.
- Climb water towers up to 40 feet high.
- Able to work for long periods in cramped conditions.
- Able to walk and stand for long periods.
- Have good hand/eye coordination.
- Able to use a variety of hand and electrical tools common to construction/utility work.

D. Safety Requirements

- Camano Water Association takes workplace safety with the utmost importance. As such, the Water System Technician role will be subject to adherence to all of CWA's policies regarding the appropriate use of personal protective equipment (PPE) as determined by weather, general working environment, or decision of the Operations Manager.

**V. ENVIRONMENT OF POSITION**

CWA is the largest water utility located on Camano Island, WA, and currently serves approximately 1200 homes. The working environment of CWA is friendly and professional - offering a very high-quality service throughout our daily operations.

\*\* Please note - Previous applicants need not apply. \*\*

**Return completed application form (by Sunday, April 30<sup>th</sup>) to:**

**Camano Water Association  
82W Monticello Dr  
Camano Island, WA 98282.  
Tel: (360) 387-9136  
Fax: (360) 387-3318**