

Water Operator

Position Purpose: The Village of Maywood, Illinois is accepting applications for a Full-Time Water Operator. The Water Operator will maintain the water treatment and distribution system while responsible for the proper operation and maintenance of the sanitary sewer system.

Essential Functions

- Monitor SCADA (Supervisory Control and Data Acquisition) System
- Collect water samples per IEAP requirements
- Maintain records of water production usage
- Maintain records of service calls and inspect waste water
- Knowledge of installing and maintaining water meters and remotes
- Document daily readings on all meters
- Ensure all water valves are in operating condition
- Operate Chlorinators, pumps and related equipment
- Maintain and flush fire hydrants to assure operating effectiveness
- Turn water on and off for repairs and delinquent accounts
- Operate and use all locating equipment
- Respond to complaints related to sewer and water
- Assist in Snow removal as directed
- Performs other duties as assigned

General Job Requirements

- High School diploma or equivalent required (GED)
- Class C Water Operator's License
- Class B Driver's License
- A minimum of (2) years of experience and maintenance of municipal water and sewer system
- Ability to work weekends as assigned and available for emergencies 24/7, including but not limited to, snowfall, floods, fallen trees or as directed by supervisor
- Excellent organizational skills and attention to detail
- Excellent verbal and written communication skills
- Knowledge of SCADA (Supervisory Control and Data Acquisition)
- Knowledge of Materials, tools and equipment used in water meter and remote installation testing and repair
- Proficient in Microsoft Office Suite and related water software
- Ability to follow written/oral instructions and work within the chain of command
- Ability to establish and maintain effective working relationships with associates and residents
- Ability to work outside in extreme climates
- General knowledge of the geography and street locations of the Village of Maywood

Physical Requirements

- To Successfully perform the essential functions of the Job, the employee must be able to stand, walk and kneel. The employee must be able to see, hear, use hands and fingers to feel, grasp, handle and operate objects or controls. The employee may be required to climb, balance, stoop, kneel, crawl, push, pull, twist, above the waist, bend at the waist, climb ladders and enter tight spaces
- Must be physically able to lift up to 50lbs at a time
- Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions of the job