



Career Opportunity

Position Title: Utilities Operator I
Company: Hearststone Water
Location: Cochise County, AZ
Department: Operations
Posting Date: 3/9/2023
Apply by: 3/17/2023

General Statement of Responsibilities:

- This position will be responsible for the day-to-day operation and maintenance of the water and wastewater systems for multiple utilities in Cochise County. This includes operation and maintenance of water treatment and distribution systems and wastewater treatment and collection systems, including, but not limited to, groundwater wells, booster pump stations, lagoons, collection piping, and all distribution system piping, valves, tanks, hydrants, etc. Reports to the Utilities Supervisor.

Essential Duties and Responsibilities:

- Safely and accurately perform monthly meter reading for service connections within our service area. This may require the operation of a utility vehicle on and off-road.
- Maintain shop inventory, operate machinery, complete daily work orders, and install and repair water meters.
- Perform general landscaping/maintenance tasks within the operational sites, office and distribution system.
- Load and unload materials and equipment; assist in delivery, storage and transfer of chlorine.
- Under direction, operate, maintain and inspect all treatment process equipment, perform/assist in repairs, and report faulty equipment.
- Operate various hand and power tools and test instruments.
- Learn and apply all safety rules and regulations.
- Assist in routine site operational duties and learn the practices, procedures, safety practices, techniques, regulations and laws relating to water treatment and distribution by participating in on-the-job training.
- Perform record keeping functions such as logging site operations, test results, maintenance work performed and unusual operating conditions.
- Perform routine operational duties and learn to perform more complex or critical assignments.
- Make necessary adjustments to chlorinators, pumps, and other operational equipment.
- Respond to and perform emergency repairs at irregular hours.
- Ability to be subject to 24-hour on call, variable working hours, overtime, weekends and holidays. May be required to perform stand-by duties and respond to emergencies.

Minimum Training and Experience Required To Perform Essential Functions:

- General knowledge of safety practices and procedures as they apply to well systems, distribution systems, mechanical equipment, chemical handling, general tools and machinery.
- General knowledge of the use of equipment used in water treatment or distribution processes, such as pumps, motors, valves, filters, engines, meters, generators and compressors.
- Minimum of one-year hands-on experience in the operation, maintenance, repair, rebuild and service of mechanical equipment, control valves, pumps, motors, tanks and piping systems found in a water plant.
- Ability to recognize and use tools and equipment necessary to perform limited repairs to equipment.
- Knowledge of the safe and proper operation of various types of hand and power tools, pick-up trucks, tractors and similar vehicles.

Other Special Requirements:

- High school diploma or equivalent.
- Must possess a valid Arizona driver's license in good standing.
- Must possess ADEQ Grade 1 Water Treatment, Distribution, Wastewater Treatment, and Collection Certifications or the ability to obtain within the first year of employment.

Physical And Mental Abilities Required To Perform Essential Functions:

- Ability to analyze, compare, count, differentiate, copy, and record information and data.
- Ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards.
- Ability to follow specific instructions and respond to simple requests from others.
- Ability to communicate effectively orally and in writing with supervisor and personnel.
- Ability to calculate percentages, fractions, decimals and ratios.
- Ability to use functional reasoning and apply rational judgment in performing diversified work activities.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information or processes.
- Ability to perform movements requiring skill and training, such as assembling equipment.
- Ability to exert effort in strenuous physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing and pulling. Ability to lift and move the weight of a large bag of cement or the equivalent.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, odors and textures associated with job-related objects, materials and tasks.
- Ability to withstand exposure to inclement weather conditions, working in wet and/or odorous areas, working in tanks and/or confined spaces.
- Ability to be subject to 24-hour on call, variable working hours, overtime, weekends and holidays. May be required to perform stand-by duties and respond to emergencies.

Application Process:

Internal candidates should complete the internal posting form and send the form to Annmarie Vincent, Human Resource Manager by the posting expiration date. Please include a resume if applicable.