



## **Job Description – Water Distribution Operator**

Icard Township Water Corporation is a Non-Profit Water Corporation in Hildebran North Carolina. Our team of professionals delivers reliable, quality water and great service to customers in several communities.

Accountability. The Water Distribution Operator entry-level position is considered to be an in training status position requiring immediate to general supervision.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Learns to perform the various tasks associated with the maintenance and operation of a water distribution system.
- Learns the proper use of tools and equipment required to perform the job.
- Under direction, participates in the installation, repairs and replacement of water mains, water services, valves, fire hydrants and water meters.
- Interacts with customers and acts as a representative of the Corporation.
- Performs meter reads, and field investigations.
- Performs disconnections of delinquent accounts.
- Participates in routine maintenance activities such as system flushing, valve exercising and fire hydrant maintenance.
- Under direction, follows established policies and procedures in repair of equipment to ensure proper working order.
- Operates company vehicles and equipment according to established safety procedures and policies.
- Performs other duties as assigned.
- Available for emergency response, 24 hours/day, seven days/week.
- Must reside within 15 miles of the nearest water system boundary in order to respond to emergencies.
- Works under immediate supervision.

### **MINIMUM POSITION QUALIFICATIONS:**

- High school diploma or equivalent required.
- Good communication skills.
- General PC skills
- Valid North Carolina driver's license.
- Must obtain Grade C Water Distribution Operator Certification within 12 months of employment start date.

NOTE: May include working in all weather conditions, during all hours of the day. Physical demands include but are not limited to standing, climbing, walking, lifting, bending, pulling and/or pushing, grasping, reaching, stooping and crouching, sitting, typing, walking, reading, writing, color determination, speaking and listening for extended periods of time.

### **Qualities of a Successful Distribution Operator**

- Trustworthy; strong personal integrity
- Demonstrates strong level of accountability and ownership
- Collaborative/Team oriented
- Emotional Maturity
- Exhibits professionalism with internal and external customers
- Organized with strong attention to detail and time management skills
- High degree of initiative; self-starter