



JOB ANNOUNCEMENT
General Public Vacancy
OPEN DATE: March 20, 2024 (UPDATED)
CLOSE DATE: Open Until Filled

JOB TITLE: Water Treatment Plant-Operator in Training (OIT)

PAY RANGE: \$16.00+ (Based on Experience & Level of Certifications)

DEPARTMENT: Utilities

DIVISION: Water Treatment

SUMMARY:

Performs under the direct supervision of the Water Treatment Plant Supervisor. This is a safety sensitive and performance-oriented position involving all phases of a drinking water treatment system. Work includes a range of tasks as they relate to the maintenance and operation of a drinking water treatment system and other assigned duties related to water treatment. This incumbent will NOT perform any on-call duties alone. They may shadow on-call personnel at the direction and under the responsibility of the supervisor and under the direct supervision of an appropriate level operator.

DUTIES AND RESPONSIBILITIES

- Under direct supervision, will observe and gain experience in the water treatment and production processes and with a variety of water supply and treatment facilities, equipment, and processes such as:
 - Diversion
 - Reservoirs
 - Groundwater wells
 - Pumping systems
 - Chemical feeders
 - Coagulation, Sedimentation and Flocculation processes and equipment
 - Measuring and control systems
 - Filtration and exchange units
- Performs maintenance of plant equipment and facilities.
- Conducts water level measurements and interprets data.
- Loads and unloads chemicals.
- Collects samples for analytical purposes.
- Performs basic and intermediate laboratory analytical techniques on water samples.
- Performs calculations related to dosing, flow rates, and other weights and measures.
- Performs Procurement Duties.
- Performs facilities maintenance including landscaping and vegetation control.
- Complies with all safety standards and practices as they pertain to equipment, facility operations and chemical handling.
- Performs other duties as assigned.

MINIMUM JOB QUALIFICATIONS

- High school diploma or equivalent.

PREFERRED QUALIFICATIONS

- Any related college courses or experience in the water industry.

EMPLOYMENT REQUIREMENTS

- Must test for Water Supply Level 1 Certification within 6 months of hire.
- Must obtain Water Supply Level 1 certification within 12 months of hire.
- May require work outside of regular business hours due to 24-hour operation.
- Available for emergency response, 24 hours/day, seven days/week.
- Must have a telephone or ready access to a telephone at residence.
- Must possess and maintain a valid and insurable New Mexico Class D Driver's License.
- Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include standing for extended periods of time, lifting heavy loads, kneeling, crawling, and climbing.

KNOWLEDGE, SKILLS AND ABILITIES

- Familiarity with PC and mobile applications including MS Word, MS Excel, MS PowerPoint, and general internet applications.
- Good communication (both written and verbal) and organizational skills.
- Must possess intermediate math skills.
- Knowledge of hydraulics, chemistry, and biology.
- 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.

NOTE: This position is subject to drug testing both pre-employment and random as set forth in the City of Las Vegas Drug Policy.


APPLICATION PROCEDURE – Interested applicants must submit a City of Las Vegas Employment Application, the employment application is available at:

<https://www.lasvegasnm.gov/general-7-1>

Application Materials can be sent to: Human Resources Department
1700 N Grand Avenue
Las Vegas, NM 87701

OR send via email to: consuelo@lasvegasnm.gov

Reviewed and approved for publishing by:



Timothy Montgomery, City Manager



Darlene Arguello, Human Resource Director