

**Fort Bend County W.C. & I.D. No. 2  
Operator I**

Job Title: Operator I  
Department: Field Services  
Reports To: Supervisor/Assistant Supervisor Field Services  
FLSA Status:  
Prepared By: Robbie Ginsel  
Prepared Date: 06/2015  
Approved By:  
Approved Date:

**Summary:**

Under the supervision of the Operator II, the Operator I is responsible for all District property, equipment and functions in the field

**Essential Duties and Responsibilities include the following:** Other duties may be assigned.

- Responsible for operating or learning to operate machinery, pumps, and related equipment in water and wastewater treatment facilities
- Identifies problems with the collection and distribution systems and makes repairs accordingly
- Operates and maintains valves, pumps, motors, disinfection equipment, vehicles, and various other related equipment and machinery and uses common hand tools
- Performs routine monitoring and testing of production wells
- Conducts routine and field sampling of water and wastewater
- Documents plant performance and maintenance
- Records daily flows, pumpages and chemical usage
- Engages in emergency repair of equipment
- Assist with the operation of motorized equipment including service trucks, backhoes, excavators, jet machine, televising equipment, mowers, tractors, hoisting equipment, forklift and dump truck
- Knowledge of power and hand tools including cutting and welding equipment, drills, chop saws, jack hammers, shovels, wrenches, pliers, hammers, screwdrivers and handsaws
- Ensures that all facilities are secure
- Responds to call outs and after hours emergencies
- Provides customer service functions and maintains good public relations
- Performs non-utility related repair functions and tasks resulting from utility work
- Maintains and cleans equipment and grounds
- Understands and adheres to all company health and safety procedures as they relate to essential job functions

**Supervisory Responsibilities:**

This position has no supervisory responsibilities

**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:**

High school diploma or GED certificate with two years of experience

**Language Skills:**

Possess the ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists.

**Mathematical Skills:**

Possess good practical mathematical skills with fractions, percentages, ratios and proportions.

**Reasoning Ability:**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form, and the ability to deal with problems involving several concrete variables in standardized situations.

**Computer Skills:**

To perform this job successfully, an individual should have knowledge of applicable District work order software as well as Internet, Word Processing and Spreadsheet software.

**Certificates, Licenses, Registrations:**

Valid Texas Class C Driver license

Class C Water Operator's license **or**;

Class C Wastewater Operator's license **or**;

Class II Collections license

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; reach with hands and arms; climb or balance and stoop, kneel. The employee must occasionally lift and/or move up to 50 pounds.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to extreme outside weather conditions. This includes precipitation, heat, and humidity. Man made conditions include working in tight or high places or down in excavations with exposure to unpleasant odors and liquids or airborne particles and ambient noise.