



FIELD SERVICES WORKER I/II

Salary: \$4,252 - \$5,698 monthly (5% increase for Field Services Worker II) (7-step plan)

Employment Status: Full-time, non-exempt

Location: Boulder Creek, California

Reports to: Field Services Supervisor

Website: www.slvwd.com

COMPANY OVERVIEW

Located in the Santa Cruz Mountains, The San Lorenzo Valley Water District (the District) is committed to providing customers and all future generations with reliable, safe, and high quality water at an equitable price. The District currently provides service to approximately 7,900 residential, commercial, and institutional connections and is committed to managing the environmental health of aquifers and watersheds, while providing outstanding service to customers.

POSITION OVERVIEW

Under the direction of the Field Services Supervisor, the Field Services Worker I/II performs work in the maintenance, installation, and repair of the water distribution and transmission system, and the wastewater collection and transmission system. As well as operates, maintains and repairs a variety of water distribution components. This position may be assigned, under guidance of the Field Customer Service Representative, to read and record water meters, and perform other related duties as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following is an overview of the duties and responsibilities assigned to this position. This employee may perform other duties as required.

- Installs new or repairs existing water or sewer service mains and service lines; excavates mains with shovel and backhoe; shores excavation sites; sets up traffic control; installs cast-iron and steel pipe; flares and sweats copper pipe; places concrete forms and pours concrete; patches pavement with cement, asphalt, or gravel; maintains and repairs fire hydrants, valve caps, air vacs and valves.
- Uses blueprints, pipe locators, leak detectors and other electronic test equipment to locate water mains and leaks.
- Locates and reads water meters, records data using automated systems, calculates water use, compares readings to determine unusually high or low readings and rechecks readings.
- Checks for inoperative, defaced or bypassed meters, checks for leaks or other indicators of high usage, cleans meter boxes, flushes system, and maintains access to meters.
- Turns on and disconnects water service, collects delinquent bills, and serves notices of delinquency and turnoff.
- Operates and performs minor mechanical adjustments and repairs to light trucks, dump trucks, backhoes, forklifts, pneumatic digging and pavement breaking tools, concrete saws, rollers, and vibrating plates.
- Performs a wide variety of manual labor when needed: washes, paints, oils, greases, brushes, adjusts and repairs tools and equipment.

- May assist in the operation and maintenance of water distribution and transmission system and perform preventive maintenance and semiskilled repairs to water distribution equipment: may adjust and exercise valves; inspect, adjust, repair and operate pumps, motors, compressors, generators, ventilation fans, and other equipment; maintain records and log plant activities.
- Listens and reports on customer complaints in the field, investigates and handles complaints of high bills, leaks, water pressure and water quality.
- When assigned to standby duty, respond to customer service calls, SCADA computer alarms, and monitor and operate water and wastewater systems.

KNOWLEDGE OF

Field Service Worker I/II

- Purposes and safe use of various hand and power tools and equipment employed in basic repair and maintenance work.
- Principles, methods and tools employed in the installation, repair and maintenance of water mains and meters.
- Safe working practices necessary in working with hazardous materials and chemicals, trenches and enclosed areas.
- Basic plumbing and hydraulics.

Field Service Worker II

- Principles and practices of water treatment and disinfection.
- Principles and applicable state requirements relative to water treatment plant operations and water distribution systems.

ABILITY TO

Field Service Worker I/II

- Read and record meter readings.
- Compute usage and recognize discrepancies.
- Use basic hand tools to perform minor repair and maintenance tasks.
- Operate of variety of equipment.
- Apply appropriate safety precautions and procedures.
- Repair, install and maintain water mains, services valves.
- Perform basic mathematical computations.
- Understand and carry out oral and written instructions.
- Perform call back work as assigned.
- Establish and maintain cooperative working relationships with employees, supervisors, customers and the public.

Field Service Worker II

- Understand water treatment plant operations and equipment.

PHYSICAL AND SENSORY REQUIREMENTS

- Sufficient strength to perform manual labor such as digging, shoveling, sweeping.
- Sufficient eyesight to read standard text and data on computer terminal screens.
- Ability to speak and hear at normal conversational levels in person and over the telephone.
- Manual dexterity to use hand and power tools.
- Ability to reach, bend, stoop, or crouch to perform work.
- Ability to lift and carry up to forty (40) pounds of equipment and/or materials on a regular basis and one hundred (100) pounds on an occasional basis.
- Ability to operate mechanical equipment and trucks.

- Ability to travel to different sites and locations.
- Ability to routinely walk and stand on uneven and slippery surfaces.
- Exposure to outdoors, including inclement weather and high noise levels

TRAINING AND EXPERIENCE GUIDELINES

Any combination of training and experience which demonstrates attainment of the required knowledge and ability to perform the required work (with reasonable accommodation, if needed):

EDUCATION: High school graduation or equivalent.

EXPERIENCE:

Field Service Worker I

One (1) year of experience performing construction or mechanical repair work.

Field Service Worker II

Two (2) years of experience as a Field Services Worker I or comparable experience.

CERTIFICATIONS, LICENSES, AND REGISTRATIONS

Field Service Worker I/II

A valid California Class C Driver's License must be maintained at all times.

Field Service Worker I

Must obtain a Water Treatment Certificate Grade T1 and Water Distribution System Certificate Grade D1 from the State of California Department of Health Services within twenty-four (24) months of date of hire. Failure to obtain certification will be grounds for termination.

Field Service Worker II

Possession and continued maintenance of a State of California Department of Health Services Water Treatment Certificate Grade T1 and Water Distribution System Certification Grade D1

BENEFITS

This District provides a competitive benefit package, including but not limited to comprehensive Medical, Dental and Vision Insurance, Paid Time Off, Paid Holidays, Pension, Life Insurance, Short-Term and Long Term Disability, and more!

TO APPLY

Please submit an application, resume, and letter of interest to humanresources@slvwd.com or the following address:

Human Resources
San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006

Closing date for applications: November 30, 2017

APPLICATION FOR EMPLOYMENT

San Lorenzo Valley Water District
13060 Highway 9, Boulder Creek, CA 95006-9119
Phone: 831-430-4636, Fax: 831-338-7986
Website: www.slvwd.com

San Lorenzo Valley Water District is an Equal Opportunity Employer. Applicants are considered for all positions without regard to race, color, religion, sex, national origin, marital status, age, physical or mental disability, medical condition or sexual orientation.

Title of Position Applying For	Date of Application
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Personal Information

Last Name	First Name	Middle Name		
Address	Street	City	State	Zip
Telephone Number	Email Address			

How did you hear about this position? _____

Do you have a valid California Driver's License? Yes No

License Number	Type of License	Expiration Date
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Desired Salary: _____ Date Available: _____

Do you need reasonable accommodations to take a written test or interview? Yes No

Are you a U.S. Citizen or are you legally authorized to work in the U.S.? Yes No

May we contact your present employer? Yes No

May we contact your former employers? Yes No

Have you ever been convicted of a crime? Yes No

If yes, please explain: _____

Have you ever had any training in the U.S. military which is related to this position? Yes No

If yes, please explain: _____

Education and Training

Did you graduate from High School?

Yes No

If not, do you possess a GED or equivalent?

Yes No

Please list any degrees, certificates, and licenses below:

Employment History

Please list your work experience, beginning with your current or most recent position. If needed, attach additional sheets using the same format as this application.

Exact Job Title	Dates of Employment	Hrs. per Week
Name of Employer	Address of Employer (include city and state)	Phone Number
Name of Supervisor	Number of Employees You Supervised (if applicable)	
Reason for Leaving		

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Name of Supervisor	Number of Employees You Supervised (if applicable)	
Reason for Leaving		

References

Please list at least three professional references.

Name of First Reference		Job Title
Relationship	Phone Number	Email Address

Name of Second Reference		Job Title
Relationship	Phone Number	Email Address

Name of Third Reference		Job Title
Relationship	Phone Number	Email Address

Applicant's Statement

I hereby certify that all statements given herein are true, complete and correct to the best of my knowledge and are made in good faith. I understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment. I also agree that the District may verify past employment and educational attainments and may contact my present employer after approval has been granted.

Signature: _____ Date: _____