



**HUMAN RESOURCES DEPARTMENT**  
**City of San Luis**

**WATER SYSTEMS OPERATOR III**

*(This position is part of the Water/Wastewater Operator career series)*

**DEFINITION:**

Under general supervision, installs, inspects, cleans, repairs, and maintains water treatment and distribution system components and equipment for the City of San Luis; serves as a backflow inspector tester; and performs other related duties as assigned.

**DISTINGUISHING CHARACTERISTICS:**

This is the senior-level classification responsible for providing complex operational and technical support for water/wastewater plant operations. This position is distinguished from the level II Water Systems Operator position in the complexity of work performed, State certification requirements, and higher level of responsibilities.

**DUTIES AND RESPONSIBILITIES:**

*The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.*

- Operates specialized equipment, machines, and vehicles to install, clean, maintain, and repair water lines, fixtures, and equipment.
- Leads and trains level I and II Operators in equipment diagnosis, maintenance, and repairs.
- Determines the location of water lines, taps water and sewer lines, locates, manipulates valves, and installs water hydrants.
- Installs, adjusts, and tests flow, sampling, and metering equipment.
- Monitors water wells, tests water chlorine, and collects/records daily meter readings.
- Maintains and monitors booster station, pumps, chlorinators, generators, pressure tanks, and related equipment.
- Collects, labels, and documents water samples for laboratory testing and performs simple tests on water.
- Installs water meters and fire hydrants.
- Flushes fire hydrants to facilitate water circulation and control mineral buildup.
- Applies and properly disposes of chemicals, pesticides, disinfectants, and oxidizing agents encountered in duties.
- Establishes and maintains appropriate worksite traffic control/warning devices and measures.
- Responds to complaints on water leaks, water pressure, and meter readings.
- Performs operator-level service, adjustment, and maintenance of specialized tools, equipment, assigned vehicles, and machinery.



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- Complies with all operational safety regulations by maintaining and using safety and personal protective equipment.
- Assures that backflow prevention assemblies continue to protect the drinking water.
- Inspects and examines backflows annually or when needed.
- Performs other related duties as assigned.

### **EMPLOYMENT STANDARDS:**

#### **Knowledge of:**

- Methods, materials, tools, and equipment used in installing and repairing water mains and related fittings.
- Operation of water distribution systems.
- Heavy equipment operation and maintenance.
- Water sampling techniques.
- Occupational hazards and safety procedures.
- Use and proper disposal of disinfectants, oxidizing agents, pesticides, and hazardous materials.

#### **Ability to:**

- Understand and follow written and oral instructions.
- Install and repair water lines and related fixtures and equipment.
- Service, maintain, and adjust water equipment.
- Use mechanical tools and heavy equipment.
- Collect, label, and test water samples.
- Perform operator-level service and maintenance of assigned vehicles and equipment.

### **MINIMUM QUALIFICATIONS:**

#### **Education, Training, and Experience:**

High school diploma or GED and three (3) years full-time journey-level water systems treatment plant operation.

#### **LICENSES AND CERTIFICATES:**

A valid driver license is required at the time of application. A valid Arizona driver license is required at the time of appointment and must be maintained throughout employment.

Must possess and maintain certification from the State of Arizona as a Water Systems Operator at the appropriate level as a condition of employment, at time of appointment, and maintained throughout employment.



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**REQUIREMENTS FOR WATER TREATMENT:**

**Certifications:**

- ADEQ Grade 3 certification in Water Treatment.

**Follow-On Training/Certification and Tasks/Experience (prerequisites for advancement to Level 4):**

Progressively responsible experience in all tasks required for the previous level, as well as

- Mechanical & electrical troubleshooting training/experience
- Equipment alignment training/experience
- Assure well sites comply with ADEQ regulations, training/experience
- Troubleshooting of Manganese Removal Systems, training/experience
- Copper soldering training/experience

**REQUIREMENTS FOR WATER DISTRIBUTION:**

**Certifications:**

- ADEQ Grade 3 certification in Water Distribution.

**Follow-On Training/Certification and Tasks/Experience (prerequisites for advancement to Level 4):**

Progressively responsible experience in all tasks required for the previous level, as well as

- Mechanical & electrical troubleshooting, training/experience
- Tapping training/experience
- Flow/pressure tests, training/experience
- Arizona 811 "locate" training and experience
- Installing water main pipelines & valves, training/experience
- Copper soldering training/experience

**REQUIREMENTS FOR WASTEWATER TREATMENT:**

**Certifications:**

- ADEQ Grade 3 certification in Water Treatment.
- Optional ADEQ Grade 3 certification in Water Collection.

**Follow-On Training/Certification and Tasks/Experience (prerequisites for advancement to Level 4):**

Progressively responsible experience in all sampling and maintenance tasks required for the previous levels, as well as all mandatory OSHA training, interpretation of data, water treatment quality, and



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adjustment of process controls.

**PHYSICAL AND MENTAL DEMANDS:**

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

**Physical Demands**

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, handle, feel or operate objects, tools, or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is frequently required to lift up to 10 pounds unaided.

Specific vision abilities required for this job include close vision and the ability to adjust focus.

**Mental Demands**

While performing the duties of this class, an employee uses written and oral communication skills; reads and interprets data, information, and documents; analyzes and solves problems; uses math and mathematical reasoning; performs highly detailed work; deals with multiple concurrent tasks; and interacts with others encountered in the course of work, including frequent contact with customers and/or the public and dissatisfied/abusive individuals.

**Work Environment:**

The employee works in an office environment where the noise level is usually quiet. Certain positions within the classification may require availability to work flexible schedule.

Adopted: 00-00-00  
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