

CITY of SHELDON
WATER OPERATOR
Updated May 2023

Immediate Supervisor -- Water Superintendent

General Responsibilities

- A. To perform tasks of operation and maintenance to the water treatment plant, wells, distribution system, and other department equipment.
- B. Routinely service and inspect equipment, including electrical & maintenance.
- C. May perform laboratory testing, sample collection, and record keeping.
- D. Read and record appropriate meters and gauges on regularly scheduled intervals.
- E. Ability to perform other duties as required for department and/or city in general for operation and maintenance.
- F. May perform supervisory duties when designated to do so.

Other Duties

- A. Perform general custodial work, mopping of floors, washing windows, cleaning equipment, painting, etc.
- B. Mowing -- weed trimming.
- C. Scheduled weekends and on - call status after sufficient level of training.
- D. Perform other duties as assigned.

Minimum Qualifications

- A. High School Diploma or equivalent.
- B. Appropriate State of Iowa Certification for Water Treatment & Distribution Systems (or willingness to obtain).
- C. Physical ability to perform plant operation and maintenance during adverse weather conditions.
- D. Knowledge of department operations for possible supervisory duties when designated.
- E. Ability to operate small maintenance equipment.

- F. Ability to frequently lift loads of 50 to 75 pounds, and occasionally lift loads of 70 to 100 pounds without assistance.
- G. Ability to climb ladders.
- H. Commercial Drivers License Class B (or willingness to obtain).
- I. Ability to receive instruction and constructive criticism without malice.
- J. Ability to work and interact well with fellow workers and the general public.

Requirements

- A. Must successfully pass a complete physical after offer of employment but before beginning employment. Paid for by the city.
- B. Must successfully pass drug/alcohol screening after offer of employment but before beginning employment. Paid for by the city.
- D. Must possess or successfully obtain (after proper training), Water Plant / Distribution License.
- E. Willingness to study/train to successfully upgrade qualifications and or license.
- F. Willingness to attend continuing education classes as needed.
- G. Residency within 10 miles of the Sheldon Community Services Center required due to call back status.

Salary Range

- A. Pay grade 2 or 3 depending on certification status and experience.
- B. Starting pay range \$19.86 to \$25.34, depending on experience and qualifications.

Benefits Package

- * Clothing Allowance.
- * Eight holidays per year.
- * Three personal days per year.
- * One-week vacation after one year of service, two weeks after two years, three weeks after seven years, four weeks after 15 years and five weeks after 20 years.
- * One sick day per month, not to exceed 120 days.
- * Employee group health/life insurance paid by City and a percentage of Family Health Coverage (currently 90% of premium paid by city).

Note: This position is covered by AFSCME Union Local 1741.

**Public Notice
Position Opening
Water Operator**

The City of Sheldon, Iowa is now accepting applications and resumes for the full-time position of Water Operator. This position will assist in the operation and maintenance of the water treatment plant and the water distribution system. Routinely service and inspect equipment. Perform meter reading and general custodial duties. Ability to perform laboratory testing, sample collection and record keeping. Position would require certification for Water Treatment and Distribution or ability to obtain, high school diploma or equivalent, ability to work in adverse weather conditions, residency within ten miles of the Sheldon Community Services Center and must pass a post offer, pre-employment physical and drug screening.

Full job description is available at the City Office or www.sheldoniowa.gov. Wage range is \$20.24 - \$26.73/hr DOE; part of AFSCME/Iowa Council 61 bargaining unit. The City offers an attractive benefit package. Send cover letter and resume or application to: City of Sheldon, Attn: Todd Uhl, 416 9th St. PO Box 276, Sheldon, IA 51201 or email to tuhl@cityofsheldon.com. Calls are welcome, (712) 324-4651. Position is open until filled. The City of Sheldon is an equal opportunity employer.

Posted August 14, 2023