

Kalamazoo Lake Sewer and Water Authority  
Job Description

**Systems Operator:**

Minimum Requirements: posses High School Diploma or GED, and an active State of Michigan vehicle Operator License. Obtain a pertinent DEQ license within two qualifying opportunities of hire. Obtain a Commercial Driver's License (CDL-B or better) with tanker endorsement within 6 months of hire.

Work Requirements:

- Perform the necessary maintenance and repair work on system equipment or property insuring proper working order and appearance. This equipment includes but is not limited to pumps, motors, chemical feed systems, valves, mixers, shafts, couplers, bearings, electrical controls, meters, hydrants, compressors, bar screens, sewer and water mains, vehicles, buildings, structures along with any other system related equipment or property.
- Operate hand and power tools in a safe effective manner in order to complete maintenance or repairs.
- Perform welding and cutting.
- Perform customer meter readings, install/removal of meters and meter recording equipment.
- Operate light and heavy motorized equipment.
- Collect and or perform necessary tests on water and wastewater either in the field or in a laboratory environment.
- Calibrate various equipment as necessary.
- Perform inventory activities.
- Makes periodic rounds of water and wastewater facilities recording operational conditions and interpreting tests and data in order to take appropriate action.
- Efficiently and effectively backwash filters of a potable water iron removal plant.
- Clean sewers, flush hydrants, inspect sewer laterals and water services.
- Follow all safety regulations and procedures while performing work duties in a confined or hazardous space.
- Responds to and repairs water and sewer mains.
- Handles chemicals and supplies in a safe manner.
- Responds to emergencies and customer service requests.
- Maintain necessary records.
- Perform locating and staking duties of the system's underground utilities as required.
- Efficiently and effectively operates the Wastewater Treatment Plant with the proper maintenance of all related files and records.
- Performs cross-connection inspections on private and commercial property insuring proper plumbing, connection, or discharges into the public system in accordance to industry standards and regulations.
- Work nights, weekends and holidays as required and/or as necessary.
- Maintains work areas in a clean and orderly manner along with housekeeping duties.
- Works cooperatively with coworkers and staff.
- Attends training and seeks operational licenses as issued by related regulatory agencies.
- Perform in all weather conditions and environments.
- Performs other related duties as assigned.

The requirements listed are representative of the knowledge, skill and/or ability required. This Position Description is intended to identify and illustrate the kinds of duties that may be assigned to its incumbent. It should not be interpreted as describing all of the duties that may ever be required of such an employee, or be used to limit the nature and extent of assignments such individuals may be given.