

# Water Utility Worker

*Town of Bernalillo*

*Recruitment Period:* October 18 , 2024 - Until filled

**Reports to:** *Water/Parks Field Supervisor*

**Department:** *Public Works - Water*

**Hourly wage:** *\$15.61 - \$24.38*

**Job Status:** Full-Time Permanent

**FLSA Status – Non-Exempt Pay**

Grade: 1

**Summary of Position:** Assists water department staff/operators to ensure proper operation and maintenance of the system.

## **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 abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

## **Nature of Work** (Other duties may be assigned).

- Perform preventive maintenance for system components, department equipment, and department tools.
- Operate heavy equipment – backhoe, bobcat loader, dump truck.
- Operate tamper, paving breakers and pumps.
- Will be required to be available for after-hour's standby duty.
- Perform grounds maintenance and janitorial duties.
- Walks or drives truck over established route and takes readings of meters, both manual and electronic.
- Inspects meters and connections for defects, damage, and unauthorized connections.
- Indicates irregularities on forms for necessary action by the servicing department.
- Verifies readings to locate abnormal consumption and records reasons for fluctuations.
- Disconnect delinquent service connections
- Reconnect service connections
- Assist with water leak repairs
- Assist with the installation/removal of valves, fire hydrants, and other system parts and equipment
- Collect routine distribution samples as required under State and Federal regulations
- Exercise valves and hydrants
- Collect samples, collect readings, record results, monitor and collect system data
- Make new service connections
- Assist with distribution system flushing
- Dependent upon level of certification, may assist with, or be responsible for, the operation and maintenance of the Town's Wells

## **Education/Certification and/or Experience**

- High school diploma or general education degree (GED)
- Two (2) years of related experience and/or training (preferred)
- Level II or III Water Operator Certification (preferred)

## **Agency Preference:**

Applicants should be flexible, and reliable. Applicant should be self-motivated, an independent worker, and able to follow through on tasks with limited supervision.

**Conditions of Employment:**

Must possess and maintain a valid NM Driver License  
Must pass a preemployment drug screening  
Must be insurable by the Town's policy holder

**Working Conditions:**

Work is performed in an outside/inside setting.

**If interested, please submit your application to:**

Maria Santillan  
Human Resource Director  
P.O. Box 638  
Bernalillo, New Mexico 87004

Or by email to: [jobs@tobnm.gov](mailto:jobs@tobnm.gov)

