



**CITY OF WENTZVILLE, MISSOURI**  
**310 W PEARCE BLVD**  
**WENTZVILLE MO 63385**  
**[WWW.WENTZVILLEMO.ORG](http://WWW.WENTZVILLEMO.ORG)**  
**PHONE: 636-327-5101**  
**FAX: 636-639-6040**  
**EMAIL: [HR@WENTZVILLEMO.ORG](mailto:HR@WENTZVILLEMO.ORG)**  
**E.O.E.**

Position: WATER OPERATOR  
Department: WATER DEPARTMENT

Full-Time  
Starting Hourly Salary: \$13.389 hourly  
Application Deadline: January 13, 2010

Fax: 636-639-6040  
E-mail: [hr@wentzvillemo.org](mailto:hr@wentzvillemo.org)  
Mail: Attn: Human Resources  
Water Operator  
310 W Pearce Blvd.  
Wentzville, MO 63385

### **JOB SUMMARY**

Assist in operations and maintenance of the City's water distribution and wastewater collection systems.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Assist in water distribution and/or wastewater collection system operations and maintenance
- Complete water "turn on and off" as indicated on service tickets
- Coordinate monthly water meter readings
- Assist with rebuilding and changing-out of transponders and meters
- Assemble "seters" and meters
- Other duties as assigned

### **SKILLS & QUALIFICATIONS**

- High School or GED
- Preferred one year water/wastewater experience
- Class D Water Distribution Certification or ability to obtain within one year
- Current Class E CDL
- Background in maintenance and repair preferred
- Certified to operate forklift
- Basic computer knowledge
- Current valid motor vehicle operators license and DMV check
- Ability to adhere to specific safety regulations
- Conclusive results from the pre-employment (or promotion or transfer) physical including substance abuse screening
- Positive employment verification and reference checks
- Job related testing as required

**WORK POSTURE REQUIREMENTS:**

- |    |           |  |
|----|-----------|--|
| 1) | Bending   | 5-25%  |
| 2) | Crouching | 5-25%  |
| 3) | Reaching  | 5-25%  |
| 4) | Standing  | 5-25%  |
| 5) | Walking   | 5-25%  |
| 6) | Sitting   | 5-25%  |
| 7) | Lifting   | 5-25% *(Maximum weight to be lifted 70 lbs.) |

**VISION REQUIREMENTS:** Near vision and the ability to adjust focus.

**ENVIRONMENTAL CONDITIONS:** Inside and Outside work environment

**EMOTIONAL DEMANDS:**

- |    |                              |              |
|----|------------------------------|--------------|
| 1) | Contacts with General Public | Occasionally |
| 2) | Customer Contact             | Frequently   |
| 3) | Deadlines Under Pressure     | Frequently   |
| 4) | Working Alone                | Occasionally |