**Utility Operator**

The Town of Lovettsville, originally known as the German Settlement, is a small community in northern Loudoun County, Virginia, with historical roots dating to 1732. Lovettsville is three miles south of Brunswick, Maryland, and less than 35 miles from Winchester, VA, Martinsburg, WV, and Dulles International Airport. Lovettsville's Utility Department consists of five wells, two Water Treatment Facilities, and a .375mgd Wastewater Facility.

The Town of Lovettsville seeks a dedicated, responsive, and experienced individual for the position of Utility Operator. The ideal candidate will be knowledgeable and capable of performing technical work in the Utilities Department in the operation of Water Treatment Plants and Wastewater Treatment Plant as well as the upkeep of the associated buildings and grounds. Responsibilities involve the operation, monitoring, and control of the water and wastewater facilities under guidance of the senior operator or the Utilities Director. Work involves service orders including meter reading, water connects and disconnects, and the installation of water meters, as well as the performance of routine maintenance and minor repairs to the water and wastewater equipment along with operations of Water and Wastewater facilities.

**Supervisory Responsibilities**

None, but can serve as shift lead when appropriate at the discretion of the Utility Supervisor.

**Duties**

* Performs various manual tasks as directed by the Utility Supervisor, to support the general maintenance, repair, and replacement of the water and wastewater system.
* Assist in the performance of preventative maintenance, emergency repair, and replacement of mains, service lines, taps, valves, and hydrants.
* Assists in performing emergency and scheduled water main shutoff, isolating and closing mains, and turning on and off of water service for nonpayment.
* Assists in traffic control as needed.
* Marking Virginia 811 Miss Utility water and sewer lines.
* Use of maps and GPS to assist in locating water lines.
* Replacement and maintenance of valves, meters, and crocks.
* Operates fixtures to run pressure tests, flushing, charging and draining of mains, and cross connections.
* Records plant data including flow measurements, hour meters, UV intensities etc.
* Cleans and maintains a safe working environment.
* Ability to run lab process testing including Chlorine residuals, MLSS, 30 min settable solids and PH, and dissolved oxygen readings.

**Required Skills and Abilities**

* Knowledge of water and sewer collection/distribution systems and the interaction of other utility systems.
* Read and interpret SCADA readings and ability to make the correct adjustments based on SCADA and other variables found in the field.
* Must be able to communicate effectively and professionally to both co-workers and the general public.
* Ability to read and interpret pertinent plans, maps and drawings for water, sewer, and construction.
* Sufficient knowledge of processes and methods used in both water and wastewater to keep utilities plants operating properly and maintain compliance.

**Qualifications:**

* Valid Driver’s License
* High School diploma or General Education Degree (GED) supplemented by technical courses in plant operations pertaining to a Class 4 Virginia Water license and/or Class 3 Virginia Wastewater License, or both.
* Minimum of 3 years of experience in the fields of Water or Wastewater treatment or equivalent.
* Ability and expectation to achieve the necessary license to be dual licensed in water and wastewater within 18 months of hiring date.

**Preferred Qualifications**

* Class 4 Virginia Water license and/or Class 3 Virginia Wastewater License or both.
* Virginia Commercial Driver’s License, or equivalent.

**Physical Requirements & Work conditions**

Ability to lift objects of at least 50 lbs. and climb step and ladders, with frequent exposure to toxic chemicals and potentially dangerous equipment, while exposed to extreme weather for long periods. Must have good hand dexterity and eye coordination, with ability to sit, stand, or walk for long periods.

Must be able to work weekends, on-call, and holidays on a rotating basis; and respond to emergency situations when on-call within one hour.

**Compensation and Benefits**:

Targeted Hiring Range: Up to $65,000 annual salary based on experience and qualifications.

The Town offers competitive compensation, affordable health insurance coverage, participation in the Virginia Retirement System, an optional 457(b) retirement plan with a Town matching contribution, flexible spending accounts, voluntary benefits, employee assistance program (EAP), and generous paid time off.