

Job Posting

Heber Valley Special Service District

Certified Wastewater Operator

Heber Valley Special Service District, HVSSD, has an open position for a full-time operator at their wastewater treatment facilities in Midway, Utah. HVSSD owns and operates both mechanical and lagoon treatment systems and a land application system for effluent disposal. HVSSD is seeking a certified wastewater operator to perform operation and maintenance duties related to the treatment and disposal facilities.

HVSSD is responsible for treating wastewater from Heber and Midway Cities and portions of Wasatch County and treats an average daily flow of about 2.4 MGD. The District is planning a series of improvements to increase capacity and upgrade its facilities, which represents a great opportunity for a new operator. Additional information about the District can be found on our website www.hvssd.org

The District follows a five-day work week M-F, 8:00 AM – 5:00 PM, but allows flexible schedules. Employees are expected to be on site each day to perform their duties, remote work is not allowed. This position will report directly to the District's General Manager.

Applicants must meet the following minimum requirements:

- US citizenship or work authorization/ability to work in the US
- High school diploma or equivalent
- Utah Certified Wastewater Operator or ability to acquire certification within 12 months of hire
- Valid Utah driver's license
- Must live within a 30-minute travel time of the facility or willing to relocate within 12 months of hire
- Computer literacy- proficient with Microsoft applications
- Ability to communicate effectively both orally and in writing

Typical Duties and Responsibilities:

- Willing and able to follow all District policies and procedures
- Perform operational procedures to monitor and maintain treatment process performance
- Maintain equipment and facilities
- Conduct sampling and analyses of wastewater and sludges
- Compile and analyze data to determine operational conditions/parameters
- Prepare and maintain documentation of operational and maintenance information
- Ability to work with hand and power tools in a safe manner
- Serve on-call time for one-week periods on a rotation with other staff and respond during non-business hours
- Occasional out of town travel to meetings, conferences and training
- Perform other duties as assigned by the General Manager or Supervisor

Note that this job description is not designed to include all aspects or duties required for this position.

Work Conditions:

- Position requires occasional moderate to heavy physical activity including lifting up to 50 lbs., standing, walking and sitting for extended periods
- Work is frequently outdoors and exposure to the weather is required
- Exposure to raw and partially treated wastewater and chemicals related to wastewater treatment
- Exposure to health and occupational hazards such as noise, odors, fumes, dust, herbicides, etc.
- Operate heavy machinery and power equipment
- Work around rotating machinery or equipment that starts automatically
- Work in an office environment at a desk/computer
- Ability to work overtime as required

Compensation and Benefits:

- Salary is commensurate with experience
- Hourly Pay with Overtime
- Annual Vacation and Sick Time
- Paid Holidays
- Health Care: Medical, Dental, Eye (paid by employer)
- Participation in Utah Retirement Systems
- Life Insurance

AAP/EEO: The District is an equal opportunity employer and prohibits unlawful discrimination against applicants and employees on the basis of race, religion, gender, age, disability, military status or any other class or expression protected by applicable state or federal law.

Applications: Applicants should complete and submit an application which can be found on the District's website. Applicants must also submit a signed copy of this solicitation to complete their application. Submission of a resume is not required but is strongly encouraged. All application information should be submitted to Janet Carson at jcarson@hvssd.org. This position will remain open until it is filled.

Applicant's signature below constitutes applicant's understanding of the above job description. By signing applicant indicates that he/she understands that the job description is subject to change with or without notice based on the business needs of the District. Applicant understands that his/her employment with the District is "at-will", meaning that both employer and employee may terminate employment at any time, with or without notice, for any reason.

Applicant Name: _____

Applicant Signature: _____

Date: _____