



RUNNING SPRINGS WATER DISTRICT
A MULTI-SERVICE INDEPENDENT SPECIAL DISTRICT

31242 Hilltop Boulevard • P.O. Box 2206
Running Springs, CA 92382

Employment Opportunity for a Wastewater Collection System Lead Operator

Salary Range: \$6,152 - \$6,788 per month

Open Date: July 23, 2020

Close Date: August 31, 2020

LOCATION: Running Springs is located in the San Bernardino Mountains, between Lake Arrowhead and Big Bear Lake. At an elevation of 6,000 feet, Running Springs experiences mild summers and beautiful snow filled winters. Running Springs has a small town atmosphere with approximately 3,000 water services and a full-time population of approximately 5,000 residents. The people are friendly, the schools are excellent and the winter skiing and boarding are fantastic.

JOB DUTIES: Running Springs Water District is seeking a highly motivated individual with strong leadership skills to perform work and lead the Wastewater Collections System Division. The successful candidate will, under general supervision, provide lead direction and review to maintenance workers; may set priorities, plan, organize and direct the work of lower level staff on a project or day-to-day basis in the absence of the Wastewater Operations Manager; performs routine to complex work in the installation, repair and maintenance of the District's wastewater collection system; and performs related work as assigned. Other duties of the include, but are not limited to the following: Work rotating weekends, holidays and after hours on-call; provides lead direction and makes visual inspections of the wastewater collection system facilities and equipment including pumps, motors instruments; maintains process records and interacts with computerized control systems; performs preventative maintenance and repairs to equipment; collects samples and performs other duties and customer service; operates heavy equipment (loader, backhoe, skid steer and dump truck); CCTV inspection van, hydro-jetter, smoke testing program, operates and performs routine maintenance of vehicles, maintains Job-Cal Computerized Maintenance Management Software (CMMS); operates hand and power tools; performs general housekeeping duties including cleaning, sweeping, painting, etc.; participates in the District's safety program and adheres to safety standards and practices.

REQUIREMENTS: Possession at time of hire is preferred for a current California Water Environment Association Grade 3 Wastewater Collections System Maintenance Certificate, a current California Water Environment Association Grade 2 Mechanical Technologist Certificate, a current California Water Environment Association Grade 1 Electrical/Instrumentation Certificate. Consideration may be given if the applicant can acquire the required certification within 24 months of the date of hire. Possession of a valid California driver's license. **Within 3 months of employment, must reside in the Running Springs, Lake Arrowhead, Crestline, Arrowbear, Green Valley Lake or surrounding areas and able to respond to the District within 30 minutes.**

EXPERIENCE: This is a Wastewater Collection System Lead Operator position with experience desired in wastewater collection system operations and maintenance. Experience in supervising,

providing lead direction to staff and successfully implementing CCTV inspection, cleaning, smoke testing, asset management and other related wastewater collections system programs.

EDUCATION: Equivalent to the completion of the twelfth (12th) grade and at least five (5) years of increasingly responsible experience in wastewater collections system operations and maintenance, the operations, maintenance and repair of wastewater collections facilities or other related field is highly desirable.

BENEFIT PACKAGE: Running Springs Water District offers a generous benefit package including: CalPERS retirement package; Medical, Dental and Vision Plans; 12 paid days of sick leave per year; 2 weeks paid vacation per year to start, progressing to 5 weeks after 20 years; 12 paid holidays per year; District paid life insurance policy; vacation and sick leave buy-back programs and a generous certification incentive program.

SELECTION PROCESS: Properly completed applications will be reviewed with the most suitable candidates being invited to participate in the selection process. The selection process may include a written skills examination and oral interviews. Prospective employees will undergo a comprehensive background check and medical examination including drug screening.

How to apply:

All applicants must submit a completed Running Springs Water District employment application. Applications and detailed job description may be requested by e-mail at info@runningspringswd.com, on the District's website:

<http://www.runningspringswaterdistrict.com/news-employment.htm>

or picked up in person at 31242 Hilltop Blvd., Running Springs, CA 92382. Completed applications must be returned by 5:00 P.M. on Monday, August 31, 2020. Resumes will not be accepted in lieu of a completed Running Springs Water Department application, but may be submitted with the application.