NOTICE OF JOB OPENING

Water Distribution Specialist I

Multiple Openings

Classification: Grade 3, Non-Exempt ($21.16 hourly)

Summary of Job Duties and Responsibilities The WATER DISTRIBUTION SPECIALIST I receives training in work methods and procedures; performs manual and semi-skilled construction and maintenance work under close supervision; operates construction and maintenance equipment (may operate Backhoes/Mini-Ex); performs clean- up work; notifies customers when water is being shut off for repair work; subject to calls; may act as temporary relief for other Distribution Department positions; and performs other essential duties as assigned.

Knowledge, Skills, and Abilities

Knowledge of basic hand tools including wrenches, sockets, picks, and shovels.
Knowledge of general vehicle maintenance to check fluids, belts, etc. and to ensure a safe vehicle operation.
Ability to complete records
Ability to read and write legibly
Ability to read Tape Measure and O.D. tape correctly
Ability to lift a minimum of 90lbs
Ability to use basic hand tools including wrenches, sockets, picks, and shovels.
Ability to work from verbal, written, diagrammed, and radioed/phone instructions.
Ability to learn and use related construction safety practices and equipment.
Ability to drive standard transmission vehicles.
Ability to perform manual labor in all weather conditions.
Ability to work in confined spaces.
Ability to work and perform duties in trenches consisting of mud and water.
Ability to read and write legibly
Ability to follow pre-established processes and procedures.

Minimum Qualifications

Three (3) months of related experience such as plumbing, construction or outdoor physical labor.

Preferred Qualifications

Knowledge of Backhoe/Mini-Ex, Tractor, Air Compressor, and Jackhammer operations
Knowledge of general water construction

Additional Skills-Based Pay in addition to base hourly pay:
Possesses an Arkansas Class A CDL – ½ step
Possess an Arkansas Water Distribution License:
Distribution 1 – ½ step
Distribution 2 – ¾ step
Distribution 3 – 1 step
Fluent in Spanish – 1 step

Special Requirements

Must be 18 years or older
Must pass a criminal background check (all positions if filled by external candidate).
Must have a valid Arkansas Driver's License.
Must take and pass Class A Commercial Driver's License (CDL) permit within three months of hire; Must be able to obtain the CDL with airbrakes and combination endorsement within 12 months of hire.
Must have and maintain a good driving record (see Good Driving Record definition).
Must pass pre-employment drug screening and be subject to random screening pool requirements during employment (see Safety Sensitive information).
Must pass a fitness exam (if position filled by external candidate or current employee in position that doesn't require fitness exam).
Must live within a 26-mile radius of I-630 and John Barrow Road to reasonably respond to on-call duty.
Must maintain a personal telephone due to on-call duty.
Must be able to respond to call outs on nights, weekends, and holidays per on call assignments and emergency work.
Must possess good interpersonal skills to effectively communicate with customers and/or two-way radio and phone.
Must be a high-performing, innovative, values-driven, informed, and passionate individual.

Work Conditions

Works outside in all types of weather and may be exposed to extreme heat, rain, snow, sun, etc.
Must perform heavy lifting as ongoing requirement of job.
Exposed to dirt, mud, water, etc. on a continuous basis.
May be exposed to insects, snakes, dogs, poison ivy and other potentially hazardous plants and animals.

This is a safety sensitive position due to utility driving requirements and Arkansas Water Distribution License required by the State Health Department. Position requires discharging duties fraught with risks of injury to others so that even a momentary lapse of attention can have disastrous consequences.

The above describes the general content and requirements for this job. It is not intended to be an all-inclusive list of duties, responsibilities, or requirements.

GOOD DRIVING RECORD:

You must have and maintain a Good Driving Record for this job. CAW's definition of a good driving record is based on the last three (3) years of driving.

Types of items which may cause an individual **NOT** to have a **good** driving record may include, but are not limited to the following over the **previous three (3) years**:

1. Three (3) or more accidents where you were ticketed.
2. **DWI** (driving while intoxicated or under the influence of drugs or alcohol).
3. Excessive speeding tickets (20 mph over the limit) along with any other tickets or violations.
4. Hit and Run – leaving the scene of an accident.
5. Ticketed for Reckless, Negligent, or Careless driving along with any other tickets or violations.

We **cannot** hire candidates who **do not** have a **Good Driving Record** when the job requires a Good Driving Record.

SAFETY SENSITIVE INFORMATION

CAW has a vital interest in providing for the safety and well-being of all employees and the public while maintaining efficiency and productivity in all its operations. In fulfillment of its responsibilities, CAW is committed to maintaining a drug-free and alcohol-free workplace, including but not limited to the use of Illegal Drugs and the misuse or illegal use of Legal Drugs. Several CAW positions are designated as Safety Sensitive. Posting Notices will state, "Safety Sensitive: YES" and the following information will be included within the job description:

> This is a safety sensitive position due to utility driving requirements or job responsibilities which include safety-sensitive tasks that require performing duties fraught with risk of injury to others where even a momentary lapse of attention may have grave and disastrous consequences.

Individuals applying for a Safety Sensitive position will be required to pass a pre-employment drug screening and be subject to DOT or NonDOT random screening requirements for drug and alcohol screening during employment.

An internal or external applicant for a Safety-Sensitive Position who is issued a Registry ID Card by the State of Arkansas for use of medical marijuana must disclose such use upon his or her submittal to CAW of an application for the position. An applicant with a Registry ID Card will be disqualified from Safety-Sensitive positions but will be considered eligible to apply for other available positions that are not Safety-Sensitive or may become eligible for Safety Sensitive positions once the applicant is no longer a user of medical marijuana.

Application must be completed to be considered for the position.

Central Arkansas Water is an EQUAL OPPORTUNITY EMPLOYER that does not discriminate in its employment practices.