

# Department of Public Works

WILLIAM J. LEE MEMORIAL TOWN HALL  
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RICHARD F. STINSON  
Director of Public Works



## Town of Wakefield Massachusetts

Job Title: W-9 Water Treatment Plant Operator  
Department: DPW – Water Division  
Posting Date: January 31, 2019  
Closing Date: May 3, 2019  
Application: Contact Richard Stinson – [rstinson@wakefield.ma.us](mailto:rstinson@wakefield.ma.us)

### Essential Functions

**Operate the town's water treatment plant, duties to include but not limited to:**

- **diagnose, install, test, repair and maintain equipment and systems used to process and distribute water and facility infrastructure**
- **maintain inventory of spare parts**
- **maintain detailed records of maintenance, repairs, pumping related activities, and other related items**
- **inspect and monitor water supply and related systems**
- **perform other duties as assigned by the Water/Sewer Supervisor, including duties of lower classified positions**

### Qualifications

- **High School Diploma**
- **State certified Treatment Plant Operator's License grade T3**
- **Within six months of appointment:**
  - **Commercial Driver's License, to include: air brakes, general knowledge, and tanker, endorsements**
  - **Confined space safety certificate within six months of appointment**
- **Proficiency operating computers and software, such as:**
  - **water systems programs, excel, word, windows, etc.**
- **Ability to work during emergency situations such as:**
  - **snow & ice operations**
  - **water/sewer breaks**
  - **other emergencies as needed**

A complete job description for this position is available in the DPW office.

