



# ***WATER SYSTEM OPERATOR CAREER OPPORTUNITY***

## ***ELKHART-SOUTH BEND REGION***

***May 8, 2025***



## **Background**

Founded in 1979, Astbury Water Technology, Inc. (Astbury) is a leading provider of wastewater and water utility operations, maintenance and management services. With four office-laboratory locations and three affiliated water and/or sewer utilities throughout Indiana, we have the resources to support customers with a full range of services. Our organization's success is a direct result of dedicated and hardworking employees, high standards of service and ethics, and a unique offering of services and solutions. Astbury maintains an entrepreneurial business philosophy dedicated to serving the market's needs.

We have an *immediate* job opening for a *hands-on* operator to assist in the operations, maintenance and management of a water treatment and distribution system Astbury operates under contract in the vicinity of Elkhart and South Bend, Indiana.

**To apply for this position, you must possess at least Indiana Water Treatment 2 (WT-2) and Distribution System Small (DSS) licensure, though WT-3 is preferred.** Recently lapsed licenses or equivalent certification from other states will be considered on a case-by-case basis.

## **Job Description**

The overarching goal of this job is to provide safe and aesthetically pleasing drinking water to customers in a reliable and cost-effective manner. To ensure this goal is met, this position is responsible for performing all operational functions associated with a water utility, except those related to billing and administration. The holder of this job will report to Astbury's Regional Manager.

While a successful candidate for this position will need to possess at least some inclination for management, the relatively small size of our customer's water systems require a "hands on" approach and ability to work alongside – and sometimes direct – subcontractors and staff without supervision. This position involves directly performing repairs and maintenance in the field and responding to emergency service calls and customer service matters.

Operational functions include iron filter flushing/maintenance and chemical feed pump maintenance; routine testing, sample collection and regulatory reporting; line flushing and system maintenance; and emergency services such as line breaks. While this position also requires customer complaint resolution and administering a preventative maintenance program, it does not involve managing or performing other administrative functions. Functions such as laboratory analysis, accounting, and excavating and line repairs are subcontracted.

## **Specific Duties and Responsibilities**

1. **Supervise and/or Sometimes Perform:** routine water quality testing and sample collection; flushing of water mains, fire hydrant flow testing, exercise of valves, and service of hydrants to maintain water quality; monitor and maintain wells, pumps, and storage tank; respond to emergencies, including water main breaks and boil water advisories; share 24/7 on-call duties with co-workers; and respond to customer complaints, including leaks and low water pressure.
2. **Reporting and Records:** ensure successful completion of regulatory reports for Indiana Department of Environmental Management (IDEM), and keep all reports and records organized and readily accessible; assist in the development and administration of preventative maintenance program; read water distribution maps and as-built plans; monitor daily water use and be alert for unusual changes which could indicate water main breaks; and operate computer to enter/retrieve data and prepare written and computerized records and reports.



3. Communication: maintain frequent communication with Astbury Regional Manager; attend routine meetings between Astbury and customers, and provide written updates as necessary; and keep lines of communication open with regulatory authorities.
4. Planning: engage in short and long-term planning to meet future service and regulatory needs; maintain an adequate inventory of equipment, tools and supplies; schedule periodic system maintenance and repairs; and maintain emergency response plans.
5. Oversee subcontractors for: excavation and repair services; supplies and materials; and other outside services.
6. Safety: ensure compliance with OSHA safety guidelines for the workplace; participate in routine co-worker safety training for confined spaces and trench safety; monitor worksites for proper use of barricades and signage; and maintain all necessary safety equipment in working order.

### **General Skills & Experience**

- Candidates must possess at least one (1) year of experience operating WT-2 (or above) water treatment facilities and DSS (or above) water distribution systems.
- Candidates must have a high degree of flexibility and reliability. Astbury offers a wide array of services and prefers to keep staff somewhat interchangeable, so we are seeking job candidates who are capable of or interested in learning and performing a range of related tasks and projects. Also, in emergency situations, employees will sometimes need to be on-call nights, weekends and holidays.
- Special preference will be given to candidates possessing wastewater experience and/or licensure.

### **Education & Certifications**

At a minimum, a successful candidate must have the following:

- High School Diploma
- Valid Drivers' License
- Indiana WT-2 water treatment license (or above)
- Indiana Class DSS distribution system license (or above)
- Commitment to obtain higher certification if necessary
- Strong organizational skills

Special preference is given to candidates that possess higher levels of education and/or water treatment/distribution licensure; written communication skills; confined space certification and knowledge of trenching and shoring safety standards; ability to operate construction equipment; proficiency with hand tools, tap machines, pavement saws, cutting torches and welders; electrical skills or certification; a history of managerial positions or responsibilities; and wastewater experience and/or licensure (or desire to obtain said experience and licensure).

### **Compensation**

Compensation will be commensurate with a candidate's qualifications, experience and suitability. This position offers generous benefits, including paid time-off, health insurance, and retirement plans. Astbury is an Equal Opportunity Employer and is committed to retaining talented and hard-working employees.



### **Further Information**

*We wish to fill this position as soon as possible;* if you are interested and feel you are well suited, submit (via mail or email) a résumé and complete the attached employment application.

**Astbury Water Technology, Inc.**

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