

# CASTLE PINES NORTH



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## METROPOLITAN DISTRICT

March 29, 2022

## **Distribution System Operator/Foreman, ORC**

### **Compensation**

- \$35-\$42/hr DOE
- Generous health/vision/dental plans
- PERA-defined benefit plan and matching 401(k)
- Paid time off
- Paid training and professional certification costs
- Clothing/boot allowance

### **Requirements**

- Possess a high school diploma or the equivalent.
- Possess a valid Colorado driver's license and provide a current motor vehicle record.
- Minimum five years of industry experience.
- Must possess a Class 4 Distribution System Certification — or ability to attain within a year of hiring date.
- Must possess a Class 1 Collection System Certification **and** a Class “D” Water Treatment Certification — or the ability to attain both certifications within 18 months of hiring date.
- Ability to respond to CPNMD within 30 minutes when on-call

### **Primary Job Responsibilities**

At the direction of the operations manager, job duties include, but are not limited to:

- 1) Developing and writing standard operating procedures.
- 2) Overseeing preventative system maintenance programs for all distribution system assets, including valves, hydrants, AirVac, and PRV's.
- 3) Overseeing CPNMD's Cross Connection Control Program.
- 4) Overseeing emergency repairs for distribution system services, mains, and assets.

- 5) Working with contractors and sub-contractors to ensure the distribution system is reliable and in good working order at all times.
- 6) Overseeing repairs and maintenance of the booster pump station.
- 7) Providing a monthly report to the operations manager.
- 8) Assist in developing and tracking distribution system budget items.
- 9) Assist the water production foreman, collection system foreman, and field services technician.
- 10) The Distribution System Operator/Foreman, ORC, is **on-call** on a rotating basis a *minimum* of one week per month. On-call duties include all aspects of CPNMD operations, facilities, and emergency response. A minimum of two hours of on-call work is typical on weekends, and on other days CPNMD is closed. *(CPNMD provides additional compensation for on-call service/time.)*
- 11) When on-call, the Distribution System Operator/Foreman, ORC, must respond to calls within 30 minutes.

### **Bonus Structure for Earning Professional Certifications**

- 1) CPNMD will pay the Distribution System Operator/Foreman, ORC, a one-time bonus for successfully attaining each of the following professional certifications:
  - Earn a Class 1, D = \$500 bonus
  - Earn a Class 2, C = \$750 bonus
  - Earn a Class 3, B = \$1,000 bonus
  - Earn a Class 4, A = \$1,500 bonus
- 2) Successfully earning professional certifications will be a substantial factor in annual performance evaluations and compensation increases.
- 3) After twelve months of employment in good standing, for each professional certification the Distribution System Operator/Foremen, ORC, earns, CPNMD will pay the above-referenced bonus(es), including an additional bonus for each eligible professional certification earned prior to hiring date.

**For consideration, please submit a resume and cover letter to:**

Castle Pines North Metro District  
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