



West Central Texas Municipal Water District

Job Title:	Pumping Specialist	Category:	Specialist
Level:	I & II	Exempt:	No
Reports to:	IT & Control Systems Manager	Type:	Full Time
Hours:	40/wk. 2080 per year	Travel:	Occasional
Purpose:			
<ul style="list-style-type: none"> • Supports the District Mission and Vision • Operate and maintain the Districts water transmission system, including its mechanical, electrical, and SCADA systems. 			
Essential Duties:			
<ul style="list-style-type: none"> • Repair, install, troubleshoot, and inspect motors, pumps, electrical switchgear, telemetry equipment, transmitters, and receivers • Ability to learn, SCADA, PLC's, and radio equipment operation and programming. • Oversee pumping and valve daily activities • Recommend the use of, and assist the work of specialized maintenance contractors who are repairing or replacing pumping, electrical, and SCADA systems • Makes budget recommendations for pumping, electrical, and SCADA related systems • Required to report for work punctually, work all scheduled hours, and any required overtime as deemed necessary • Must maintain physical & mental condition and standards necessary for the proper performance of duties, with or without accommodation • Assist the pipeline and lake crews as required • Documents and updates position guidelines as needed • Follows safety guidelines and participates in District safety training • Must pass all periodic physical exams and random drug tests in compliance with applicable District and Federal guidelines • Must be willing to work as part of a team • Share operational on-call duties • Assists in other areas as needed • Other duties as assigned 			
Classification:			
<p>This position is classified safety sensitive. Safety Sensitive Positions: employees who operate mobile equipment owned by the District, those employees who are required to wear personal protective equipment (PPE) during some or all their job functions, and whose driving status is classified as either <i>primary</i> or <i>incidental</i>. Driving Status: Primary</p>			
Working Conditions:			
<ul style="list-style-type: none"> • Majority of work is performed out-of-doors and under varying weather conditions. Must possess physical ability to lift, pull, and push over 100 pounds, crouch, climb, kneel, and sometimes work in high or confined spaces • Must be able to work in a busy and sometimes stressful environment 			



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Skills and Specifications:			
Level I		Level II	
<ul style="list-style-type: none"> • High school diploma or equivalent. • Valid Texas Class “C” driver’s license. • Safety training and knowledge. 		<ul style="list-style-type: none"> • Demonstrated supervisory experience • Experience as an industrial electrician, pump maintenance specialist, or SCADA telemetry technician. • Ability to read and interpret complex engineering drawings and schematics. 	
Licenses, special skills, or special requirements:			
Level I		Level II	
<ul style="list-style-type: none"> • 1-5 years’ experience in industrial high voltage electricity and/or related control and liquid measurement systems. • 1-5 years SCADA, pumping maintenance experience preferred. • Extensive computer knowledge and PLC experience preferred. • Electronic or Electrical Technical Training. 		<ul style="list-style-type: none"> • Advanced training in courses specific to this position • College degree in computer science, or related field preferred. • Designated Representative / OSSF (On-Site Sewage Facility) License-TCEQ • 5+ years’ experience in this field 	
Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.			
Employee Signature		Date:	
Last Updated:		Date:	
cdr		5.2021	

Disclaimer: This job description is **not** intended to be a contract for employment, and the employer reserves the right to make any necessary revisions to the job description at any time without notice.