



City of Galena  
PO Box 149 - Galena, Alaska 99741-0149  
(907) 656-1301 -- (907) 656-1769 Fax

## **POSITION DESCRIPTION**

**Title:** Water Plant Operator/Heat plant operator –full time  
**Reports to:** City Manager  
**Salary/wage:** Position starting wage – Range 14, DOE

**General Position Description:** performing a variety of skilled and semi-skilled and technical work in the water plant, wastewater operation and heat plant, this position will also provide as needed maintenance work assisting in other City departments.

### **Specific Duties and Responsibilities:**

- Knowledge or ability for inspecting, diagnosing, servicing, providing preventative maintenance, and adjusting equipment to ensure effective operation of motors, pumps, boilers, filters, blowers, chemical injection systems, and other equipment used in water treatment plants.
- Operates valves and gates; starts and stops pumps, engines and generators; and operates all other process equipment to control flow and treatment processes as may be required.
- Monitors gauges, meters, and control devices; interprets and records readings; observes variations in operating conditions and test results to determine processing requirements.
- Maintains records, diagnoses equipment and operations malfunctions, requisitions supplies and reports malfunctions to obtain corrective action.
- Collects samples and performs standard water treatment tests or analysis as necessary, and applies corrective measures to treatment processes to complete routine assignment and provide utility line locates.
- Ability and willingness to comply with all City policies and regulations outlined by OSHA and the standards for safety.
- Continue further education in water production and maintain required level II certification for City of Galena water plant.

Posted April 15, 2024

- Cross train at the other water plant.

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Building maintenance-

- Maintaining city buildings including water and sewer service, building heat and general upkeep. Building heat includes Diesel oil fired boilers, waste oil burners, waste heat loops.
- City building include, but may not be limited to, fire hall/ E.M.T building, city hall, warm storage, , city shop, water plant, power plant, and community hall heat plant /Biomass .

**Qualifications:**

18 years or older.

Have high school diploma or GED.

Have valid driver's license.

City application must be received by the City by April 29, 2024 before 4PM. Deliver to the City or email [shuntington@ci.galena.ak.us](mailto:shuntington@ci.galena.ak.us)

Posted April 15, 2024