

Position: Part-Time Water System Operator

Employment Type: Part-Time

Schedule: Flexible, approximately 20 hours per week, with additional time as needed for emergencies or system maintenance

Position Summary

We are seeking a dependable and responsible **Part-Time Water System Operator** to oversee the routine operation and maintenance of a small public water system consisting of **two groundwater wells** and associated water treatment, storage, pumping, and distribution equipment.

The Water System Operator will be responsible for ensuring the system operates safely, efficiently, and in compliance with applicable state and local drinking water regulations. The ideal candidate is mechanically inclined, detail-oriented, dependable, and comfortable working independently.

Essential Duties and Responsibilities

- Monitor and operate a system with 825 connections two groundwater wells and associated pumps, controls, and equipment.
- Perform routine inspections of wells, pumps, tanks, treatment equipment, meters, valves, and other system components.
- Monitor water system pressure, tank levels, pump operation, flow, and other operating conditions.
- Perform required water quality sampling and testing in accordance with applicable regulations and the system's monitoring requirements.
- Maintain accurate operating logs, water usage records, maintenance records, sampling records, and other required documentation.
- Identify and report leaks, equipment problems, abnormal operating conditions, or potential water quality concerns.
- Perform routine preventative maintenance and minor repairs when qualified.
- Coordinate with contractors, laboratories, electricians, plumbers, and other service providers when necessary.
- Maintain wells, pump areas, treatment areas, and other system facilities in a clean and orderly condition.
- Respond to water system alarms, equipment failures, leaks, loss of pressure, or other emergencies as needed.
- Assist with regulatory inspections and maintain records required by the applicable regulatory agencies.
- Operate the system in accordance with approved operating procedures, permits, and applicable drinking water regulations.
- Maintain adequate supplies of treatment chemicals, testing materials, and maintenance parts, as applicable.
- Perform other water system-related duties as assigned.

Qualifications

- High school diploma or equivalent preferred.
- Previous experience operating or maintaining a public water system, well system, pump system, or similar equipment preferred.
- **Valid NJ T-2 and W-2 Licenses preferred but not required**
- Basic mechanical and electrical troubleshooting skills preferred.
- Ability to read gauges, meters, system controls, and operating manuals.
- Basic computer and recordkeeping skills.
- Valid driver's license.
- Ability to work independently and respond reliably to scheduled and emergency needs.

Physical Requirements

The position requires the ability to:

- Walk, stand, bend, kneel, climb stairs/ladders, and work around wells, pumps, tanks, and other equipment.
- Lift and carry equipment, tools, and materials as required.
- Work indoors and outdoors in varying weather conditions.
- Safely perform routine inspections and maintenance of water system facilities.
- Follow all applicable safety procedures, including appropriate procedures for working around electrical equipment and water treatment chemicals.

Work Schedule

This is a **part-time position**, with the regular schedule to be determined based on system needs and regulatory requirements. The operator must be available to respond to occasional system emergencies or equipment problems.

Compensation and How to Apply

Salary range to commensurate with experience. Send resume, cover letter and salary requirements to Toni L. Van Camp, Clerk/ Administrator, via email tvancamp@newfieldboro.org by Sept 1, 2026. The Borough reserves the right to conduct interviews prior to the deadline. EOE