



**City of Belen**  
**100 S. Main Street**  
**Belen, NM 87002**

**Human Resources Department: 505-966-2742**

Job Opening Advertisement for Water Department Laborer/Water Operator I

The City of Belen is seeking applicants for **Water Laborer** and **Water Operator I**, two positions total. Complete job descriptions and employment applications are available at the City of Belen, 100 S. Main Street, Belen, NM 87002 or at <https://www.belen-nm.gov/departments/human-resources/employment-opportunities/>

Deadline: April 22, 2022

**Water Laborer (\$13.06/hour)**

Water Laborer Qualifications:

- Graduation from high school or equivalent. One year of additional education preferred.
- Willing to obtain Water Level I / Waste Water Level I Certification within 18 months of hire.
- A valid New Mexico's driver license required, Class B CDL preferred.
- Good oral and written communication skills.
- Ability to establish and maintain working relationships with co-workers, supervisors, and other City personnel and the public.
- Ability to work independently and to complete daily activities according to work schedule with minimal supervision.
- Must pass a background investigation.
- Must pass drug and alcohol test and subsequent random testing.

Water Laborer Essential Duties:

- Follows policies and procedures as set forth by the City of Belen.
- Performs routine duties within the water department; assists to construct and maintain water systems; performs simple janitorial work; assures proper installation and maintenance of water systems equipment.
- May assists in the installation of water systems; selects line sizes, spacing, type and control equipment; installs, tests and maintains systems utilizing low operating features.
- May operate in confined spaces.
- May operate water department equipment.
- May perform general repair and clean up duties after water breaks.
- May perform various seasonal duties such as; snow removal; water line winterization, etc.
- Reads and installs community water utilization meters.
- Scheduled for on call on off-hours.
- Assists with City functions.
- Performs related duties as required.
- May operate around sewer breaks or sewer back up

**Water Operator I: (\$14.85 - \$20.86/hour DOE)**

Water Operator I Qualifications:

- Graduation from high school or equivalent. One year additional education preferred.
- Currently hold and maintain Water Level I Certification.
- One year experience in water department work.

- A valid New Mexico's driver license required, Class B CDL preferred.
- Good oral and written communication skills.
- Ability to establish and maintain working relationships with co-workers, supervisors, and other City personnel and the public.
- Ability to work independently and to complete daily activities according to work schedule with minimal supervision.
- Must pass a background investigation.
- Must pass drug and alcohol test and subsequent random testing.

Water Operator I Essential Duties:

- Follows policies and procedures as set forth by the City of Belen.
- Performs routine duties within the water department; assists with construction and maintenance of water systems; performs simple janitorial work; assures proper installation and maintenance of water systems equipment.
- May assists in the installation of water systems; selects line sizes, spacing, and type of control equipment; installs, tests and maintains system(s) utilizing low operating features.
- May operate water department heavy equipment such as; backhoe, tractor truck, dump truck, pumper truck, etc.
- Monitors and makes necessary adjustments at water wells.
- Assists at water breaks/Sewer Breaks / Sewer Back Up to make necessary repairs.
- May perform general repair and clean up duties after water breaks.
- May perform various seasonal duties such as; snow removal; water line winterization, etc.
- Reads and installs community water utilization meters.
- Scheduled for on call on off-hours.
- Assists with City functions.
- Performs other duties as assigned.

The City of Belen is an Equal Employment Opportunities (EEO) employer and a Drug Free Workplace employer.