

19601 NE Halsey Street
Portland, OR 97230-7430
503-665-4179 - Phone
503-667-5108 - Fax
www.rwpud.org

EMPLOYMENT OPPORTUNITY

Water Worker in Training / Water Worker 1

Salary Range:

Water Worker in Training: \$5,046 per month (\$29.11hr), plus benefits (position is offered at 40 hours per week).

Water Worker 1*: \$5,424-\$6,592 per month (\$31.29hr- \$38.03hr), plus benefits (position is offered at 40 hours per week).

***Minimum certification requirements apply, additional .25hr certification pay. See job description for details.**

District is recruiting for one open position. Application deadline is open until filled. First review of applications on April 30th, 2026.

SELECTION PROCESS

Application materials will be evaluated, and qualified candidates will be considered for an interview. You must have verifiable references with current contact information. If you wish modification of the selection process to accommodate a disability, please make your request in writing and submit it along with the required application materials. All employment offers are contingent upon successful completion of a pre-employment drug screening, physical exam, background investigation, and verifiable references. Preference will be given to honorably discharged veterans and disabled veterans of the United States Armed Forces. To receive veterans' preference, please complete the veterans' preference form, including attachment of required materials, and submit with your applications materials.

HOW TO APPLY

Complete and Return **a signed District application form along with your resume and cover letter** to:

**Rockwood Water People's Utility District
19601 NE Halsey Street
Portland, OR 97230-7430**

or email signed and completed documents to:

nclark@rwpud.org

Applications are available at the District office or visit **www.rwpud.org**.

JOB DESCRIPTION- DISTRIBUTION SERIES WATER WORKER IN TRAINING/WATER WORKER 1

FLSA CLASSIFICATION: Non-Exempt

REPORTS TO: Superintendent / Distribution & Maintenance Supervisor

REPRESENTATION: Represented

POSITION SUMMARY

The Water Worker in Training (WWIT) and Water Worker 1 positions are entry level positions within the Distribution Series. These roles are trained to perform a variety of manual and semi-skilled tasks in the District's Distribution Department. Work is completed through training along with independent work within a team environment. The work is reviewed while in progress and upon completion for conformance with instructions and specifications.

Water Worker in Training expectations: Entry level trainee role where training and experience will be provided on the job. Incumbent will learn a variety of skills, techniques, and systems throughout a 12-month period. Incumbent is expected to show and perform essential duties of a Water Worker 1 to obtain required certifications to be successful and transition to a Water Worker 1 level role. Requirements not met within 24 months will result in termination.

Water Worker 1 expectations: Incumbents in this role are expected to perform all duties assigned with minimal instruction or guidance, completing tasks with accuracy, and proficiency. Incumbent will utilize required certifications to perform independently, in a team, and continue to grow and train on additional duties within the Distribution Series.

DUTIES AND RESPONSIBILITIES/EXAMPLES OF WORK

The duties and responsibilities apply to the construction, installation, maintenance, repair and servicing of the water distribution mains, service lines, valves, fire hydrants, residential, commercial, and industrial water meters, and related district facilities, structures, and appurtenances.

1. Assists in the installation of new water services, including domestic, irrigation and fire prevention, to houses, buildings, and businesses; assists in the installation of new water mains, fire hydrants and extends water mains to new developments; pressure test and disinfects water mains or other appurtenances to ensure water safety.
2. Assists in repairs of leaks and breaks on water mains and services; repairs valves, air valves, meter devices, backflow devices, hydrants, and regulators; Assists in minor repairs to District's equipment and facilities.
3. Assists in maintenance of reservoirs, buildings and grounds, minor repairs to District's equipment and facilities.
4. Assists in and is trained on large and small meter replacement, fire hydrant rebuilding and maintenance, pipe cutting, tapping mains, miscellaneous duties around the shop and yard.
5. Assists and is trained to dig holes and trenches, shore excavations, backfill trenches and holes with hand tools and equipment for pipe repairs and installation.
6. Performs a variety of manual labor tasks including digging with shovels, spreading gravel, sweeping streets, spreading asphalt, raking asphalt.
7. Performs a variety of cleaning, landscape maintenance, planting, clearing, mowing and other ground keeping tasks.
8. Responsible for service vehicle, materials and equipment stocked on vehicle.
9. Operates a variety of power tools and other equipment in a safe and responsible manner including, but not limited to, chainsaw, pipe saw, trash pump, jackhammer, hydraulic shoring, pressure testing and chlorinating pump, lawnmower, weed eater, street saw, hydraulic rock splitter, compactor, and welder.
10. Operates dump truck, pickup trucks, passenger vehicle, large and small construction equipment with associated trailers.
11. Responsible for pre-trip inspections on all vehicles.
12. Responsible for traffic control setup and perform flagging functions.
13. Must understand and be able to safely enter confined spaces.

14. Follows standards as outlined in the District's Policy Manual.
15. Must be available for rotating, emergency, and on-call duties (as required), including occasional evening and weekend work.
16. Participates in cross training as time allows to assist other crew members. Takes on additional assignments as requested and assists with other positions as needed.
17. Performs related duties as assigned.
18. May be trained on various duties of a Water Worker 2.

MINIMUM QUALIFICATIONS

Water Worker in training

- High school diploma or GED.
- Must possess a valid driver license.

Water Worker 1

- Must possess Class A CDL with tanker endorsement
- Must possess Oregon Water Distribution Level I certification
- Must possess Oregon Health Authority, Cross Connection Specialist certification

KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to obtain a commercial driver license within 6 months of hire.
- Ability to obtain an Oregon Health Authority (OHA) Operator in Training (OIT) or Water Distribution level I certification within 12 months of hire.
- Ability to work in all weather conditions.
- Ability to work for long periods of time while standing, squatting, and kneeling.
- Must have the ability to work in traffic.
- Learn and use safe working practices.
- Ability to occasionally lift 70 lbs., carry 60 lbs. and drag heavy materials for short distances.
- Knowledge and skills in communicating effectively orally and in writing.
- Possess basic computer skills.
- Knowledge and ability to perform simple math calculations (addition, subtraction, multiplication, and division).
- Understand and follow oral and written instructions.

LICENSES AND CERTIFICATIONS

Water Worker in Training:

- Must obtain a Class A CDL with tanker endorsement within 6 months of employment, District provided training and testing.
- Must acquire OHA Water Distribution Level I certification prior to advancing to a Water Worker 1
- Must obtain Oregon Health Authority, Cross Connection Specialist certification prior to advancing a Water Worker 1

Water Worker 1 (Required upon placement into classification):

- Must possess Class A CDL with tanker endorsement
- Must possess Oregon Water Distribution Level I certification
- Must possess Oregon Health Authority, Cross Connection Specialist certification

ESSENTIAL JOB ELEMENTS

Employees in this classification are expected to arrive at work on time, dress appropriately, hold work related information as confidential, work cooperatively with other employees and maintain positive and helpful working relationships with the public and all customers. Must be available for rotating, emergency, and on-call duties including

evening and weekend work. Daily tasks requiring significant physical exertion for lifting, climbing, digging, kneeling, pushing, pulling, and working in adverse weather conditions while applying safe working practices.

PHYSICAL REQUIREMENTS

Must be able to climb, sit, crawl, bend, kneel, push, pull, stoop, and work in elevated positions. Must be able and willing to work in all types of extreme weather conditions. Must be able to lift 70 pounds, stand for long periods of time, work for long periods in a confined space.

SUPERVISION RECEIVED

Works under the supervision of the District Superintendent and Distribution & Maintenance Supervisor. Report daily to a Lead person for direction and instructions.

SUPERVISION EXERCISED

Supervision of other employees is not a normal responsibility of positions in this class.

Work Environment/Environmental Factors

Environmental Factors	Exposure	Frequently	Occasionally	Never
Heat or cold temperatures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wet areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uneven area	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Noise	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dust or smoke	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vibration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical solutions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Radiation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Body Fluids	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is required to:

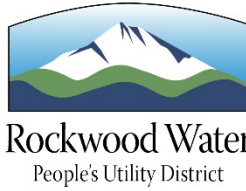
	Essential Function	Continuous 67-100%	Frequently 34-66%	Occasionally 1-33%	Never 0%
Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climbing/balancing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaching - with arms and hands	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stooping/kneeling/crouching/crawling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feeling/touching	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moving/carrying items	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting - up to 20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting – more than 50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Keyboard operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rapid hand/eye coordination	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operation of motor vehicle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Correctable vision	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to hear	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to speak to people	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Employee Acknowledgement

I have read, understand, and agree to the job duties, responsibilities, and qualifications listed in this job description as a condition of employment with Rockwood PUD. I understand that I must maintain currency of all certifications and licenses including state mandated continuing education and training requirements as a condition of continuing employment.

Employee Signature: _____ Print Name: _____

Date Signed: _____



Employment Application

Rockwood Water People's Utility District provides equal employment opportunities to all qualified employees and applicants, without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, veteran's status, or any other status protected by applicable federal, Oregon, or local law. No application will be rejected because of a disability that, with reasonable accommodation, does not prevent performance of the essential job duties.

To claim veterans' preference in hiring, complete the Veteran's Preference Form and submit it with the required documentation at the time you submit this application.

**IF HIRED, THIS APPLICATION WILL BECOME PART OF YOUR PERMANENT PERSONNEL FILE. PLEASE COMPLETE LEGIBLY.
YOUR APPLICATION MAY NOT BE CONSIDERED IF INCOMPLETE OR SUBMITTED PAST AN ESTABLISHED DEADLINE.**

Position		
Position Applying For	Available Start Date	Today's date

Personal Information			
Name			
Address	City	State	Zip
Phone Number	Mobile Number	Email Address	
Are you able, at the time of employment, to submit verification of your legal right to work in the United States? Yes <input type="checkbox"/> No <input type="checkbox"/> (Proof of identity will be required upon employment)			

Education List any colleges, military, trade, business, or other schools attended.				
Do you have a high school diploma or GED Certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>				
School Name	Location	Diploma/Degree	Major/Minor	Did you Graduate?

Certificates & Licenses List professional license, registration, or certificate required or preferred for position.		
Type	Issuing Agency	Is It Current?



Rockwood Water
People's Utility District

This information in this section will be used to determine if you meet the minimum qualifications as outlined in the job announcement. Clearly describe all your duties, starting with your most recent job. Resumes will be accepted only if required on the job announcement and will not be accepted in place of a completed application. If you need additional space, attach a separate sheet.

Employer (1)	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties			
Employer (2)	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties			
Employer (3)	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties			
Employer (4)	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties			



Rockwood Water
People's Utility District

References

Name: _____ Title: _____
Company: _____ Relationship to you: _____
Phone: _____ Email: _____

Name: _____ Title: _____
Company: _____ Relationship to you: _____
Phone: _____ Email: _____

Name: _____ Title: _____
Company: _____ Relationship to you: _____
Phone: _____ Email: _____

Certification & Signature

I hereby certify that all statements made in this application are true, and I agree and understand that any statement that is false, fraudulent, or misleading in this application or attached material, during the interview or screening process, or discovered during any employment-related process (post hire) may result in the revoking of a job offer or termination of employment.

- I certify that all statements contained herein are true and complete.
- I understand that I must provide proof I am authorized to work in the United States, in accordance with federal law, if I am hired.
- I authorize the employing agency to verify the employment and education information provided in this employment application.
- I authorize my driving record to be checked if the position for which I am applying requires driving.
- I understand and agree to be subjected to a pre-employment drug screening and criminal history background check, if applicable.
- I understand that employment with Rockwood Water PUD is subject to a six-month probationary/orientation period.
- I am able to perform the essential duties of this position as advertised, with or without reasonable accommodation
- Applications are only good for 90 days and will be retained in accordance with Oregon records retention requirements.

- Yes
- No Explanation: _____

Signature: _____

Date: _____



Rockwood Water
People's Utility District

Veterans' Preference Form (ORS 408.230)

Veterans who meet the minimum qualifications for a position open for recruitment may be eligible for preference in employment under Oregon law. **If you are a Qualified Veteran or Qualified Disabled Veteran and would like to be granted preference in the selection and hiring process for a specific posted job, please fill out this Veterans' Preference Form and provide proof of eligibility by submitting a copy of form DD-214 or 215 (copy 4).** This completed form and required supporting documentation must be submitted with your application for consideration for Veterans' Preference.

Qualified Veteran Questions: *Veterans' preference may be claimed if you check at least one of the boxes below and provide proof via form DD-214 or 215 as applicable (Copy 4).* **Pre-discharge applicants provide certification of expected honorable discharge within 120 days.**

ORS 408.225(f)

- I served on active duty with the Armed Forces of the United States:
- For a period of more than 90 consecutive days beginning on or before January 31, 1955, and was discharged or released under honorable conditions
- For a period of more than 178 consecutive days beginning after January 31, 1955, and was discharged or released from active duty under honorable conditions
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions because of a service due to a service-related disability
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions and have a disability rating from the United States Department of Veterans Affairs
- For at least one day in a combat zone and was discharged or released from active duty under honorable conditions
- And received a combat or campaign ribbon or an expeditionary medal for service in the Armed Forces of the United States and was discharged or released from active duty under honorable conditions
- And am receiving a nonservice – connected pension from the United States Department of Veterans Affairs

Qualified Disabled Veteran Questions: *Additional preference may be claimed if you check at least one box below and provide proof of eligibility via a copy of DD214 or 15, Copy 4, and a public employment preference letter from the United States Department of Veteran's Affairs (letter may be requested by calling 800-827-1000)*

- I am entitled to disability compensation under laws administered by the United States Department of Veterans Affairs;
or
- I was discharged or released from active duty for a disability incurred or aggravated in the line of duty; or
- I was awarded the Purple Heart for wounds received in combat.

I hereby claim Veterans' Preference, have attached proof of eligibility as directed and certify that the above information is true and correct. I understand that any false statements may be cause for my disqualification, or dismissal, regardless of when discovered.

Signature: _____

Date: _____

Position Applied For: _____