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# Example of Utility Operator Job Description

Our innovative and growing company is looking for an utility operator. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for utility operator

* Prompt, regular, and dependable attendance is an essential function of this job
* This position is considered a “Safety-Sensitive” job, because of the mental aptitude, alertness, and close adherence to critical process procedures required
* Accurately prepare check sheets, log sheets, daily summaries, etc…
* Preparation of equipment for maintenance
* Understand and follow all operating procedures
* Have basic troubleshooting skills
* Good communication skills at all levels, , managers, supervisors, peers and maintenance
* Daily monitoring of all utility and waste water equipment
* Monitor and operate distributive control system computer
* Operate forklifts and other material handling equipment as required

## Qualifications for utility operator

* Maintain records and logs sheets of product and process related parameters
* Perform both indoor and outdoor manual labor regardless of weather conditions
* General and specific housekeeping duties
* Responsible for executing a good shift break at shift change
* Become knowledgeable of emergency situations and how to safely handle and communicate them
* Minimum education and experience requires a high school diploma or GED with a minimum of 3 years’ experience in a chemical area or similar industry with demonstrated competencies in utility equipment/systems or equivalent education (Associates’ Degree in Water Quality Management or Waste Treatment Technology