



Commonwealth Utilities Corporation



Job Vacancy Announcement

JVA No. 22-056

(RE-ANNOUNCEMENT)

Opening Date: August 4, 2022

Closing Date: August 17, 2022

| | |
|------------------------|--|
| POSITION TITLE: | Trades Technician, Senior |
| DEPARTMENT: | Water Division |
| LOCATION: | Rota, Northern Marianas Islands, USA |
| ANNUAL SALARY: | \$24,096.00 to \$32,529.00 per annum, Non- Exempt |
| CONTRACT: | Not Contracted |
| POSITION(S): | One (1) |

The incumbent will be under the direct supervision of the Drinking Water & Wastewater Division Manager or his/her designee. This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department. The Trades Technician Senior may serve as a crew leader to include assigning and monitoring work and providing technical direction.

Duties:

- Prepares training information and materials for an assigned technical training program for trades staff.
- Performs skilled/certified level operations, in-field installations and/or repairs in assigned service areas.
- Inspects equipment and determines if any repairs are needed.
- Performs preventative maintenance in assigned service areas.
- Assists with maintaining sufficient level of supplies and equipment.
- Generally, is responsible for: Maintaining operating reservoirs and distribution valves; monitoring reservoir level and water pressure levels;
- Maintaining water wells, booster stations and reservoir stations;
- Responding to customer complaints;
- May serve in lead role installing, maintaining and repairing water lines;
- Monitoring chlorine gas in the water system;
- Maintaining and repairing motors, pumps and other related equipment;
- Gathering water samples;
- Installing and/or replacing water meters;
- Performing disconnects and reconnects;
- Bleeding fire hydrants;
- Preparing daily progress reports.
- Assures all materials and field activities are in accordance with all applicable standards, codes, specifications and regulations.
- Performs other duties of a similar nature or level, as required.

Minimum Requirements:

Education: High School Diploma or General Education Diploma or Adult Basic Education (ABE) Program Adult School Diploma (AS), Level 2 certification for water distribution, and 3 years of skilled experience related to area of assignment.

Knowledge of: Customer service principles; Basic mathematical concepts; Safety procedures and safe work practices; Modern office technology.

Skills in: Interpreting and applying applicable laws, codes, regulations and standards; Performing skilled maintenance, operations and repair work in assigned area; Reviewing quality levels and providing technical guidance in assigned area; Operating specialized and heavy equipment; Monitoring equipment and making adjustments; Performing inspections and identifying issues; Troubleshooting issues and recommending or implementing solutions; Receiving requests and trouble calls and providing assistance; Monitoring inventory and supplies; Initiating supply requests; Taking equipment readings and maintaining reading data; Preparing and updating activity logs and status reports; Utilizing a computer and relevant software applications; Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

Licensing/Certification:

- Valid U.S. Driver's License with appropriate class;
- Trades Licenses and/or Certifications, based on assignment;
- Water/Wastewater Treatment and Distribution Certifications, based on assignment.

All applicants may be tested and all applicants are subject to pre-employment drug test.

How to Apply: Submit a completed CUC Employment Application, resume, and applicable supporting documents to the CUC Human Resources office located on the 3rd Floor of the Joeten Dandan Building on Saipan, Monday through Friday 7:30 am – 4:30 pm (Except Legal Holidays). Applicants on the island of Tinian and Rota may submit their documents to their respective CUC Administration office. Application, resume and supporting documents can also be e-mailed to: employment.applications@cucgov.org

P. O. Box 501220, Third Floor, Joeten Dandan Building, Saipan, MP 96950

Tel: (670) 664-4282 • Fax: (670) 235-5131

CUC is an Equal Opportunity Provider and Employer.