



ATURIDÁT KINALAMTEN HÁNOM GUÁHAN
PERSONNEL SERVICES DIVISION

"Better Water. Better Lives."

Gloria B. Nelson Public Service Building | 688 Route 15 Mangilao, Guam 96913
Tel. No. (671) 300-6076/5/4. Fax No. (671) 300-6896

JOB ANNOUNCEMENT (Open-Competitive)

Guam Waterworks Authority is accepting applications to establish a list of eligibles for:

Position Title: Utility Compliance Inspector I	Announcement Number: EOE 017-2022
Salary: MINIMUM: G6-A, \$17.69/HOUR; \$36,802.00 PER ANNUM MAXIMUM: G7-A, \$18.41/HOUR; \$38,296.00 PER ANNUM	Open Date: November 23, 2021 Closing Date: Continuous

HOW AND WHERE TO APPLY:

Applicants must submit an Employment Application- Form A2 to the GWA Personnel Services Division – Human Resources Office, #205 (2nd Floor) in the Gloria B. Nelson Public Service Building, 688 Route 15 Mangilao, Guam 96913 between 8:00 am and 5:00 pm, Monday to Friday, excluding holidays, on or before the closing date of the job announcement and encouraged to submit electronically at hrjobs@guamwaterworks.org. If you are unable to submit your application electronically, please call (671)300-6899 to pre-arrange a specific time during normal business hours to drop off your application. For more information call the Human Resources Office at (671)300-6076/6852/6899 or visit our website at www.guamwaterworks.org to view the job announcement and to download the GWA Employment Application- Form A2.

MINIMUM EXPERIENCE AND TRAINING:

- One (1) year of journeyman experience in water and wastewater utility systems field work and graduation from high school; or
- One (1) year of experience as a Utility Inspector I; or
- Any equivalent combination of experience and training which provides the minimum knowledge, skills and abilities required for the position.

NECESSARY SPECIAL QUALIFICATIONS:

Possession of a valid Water Distribution or Water Treatment Operator's Certificate Level I; and
Possession of a valid Guam Driver's License.

NATURE OF WORK IN THIS CLASS:

The Utility Compliance Inspector I performs routine inspection work under the general direction of the Assistant General Manager (AGM) for Compliance & Safety; the direct supervision of a respective program's Manager and when so designated, the Utility Compliance Leader to help manage GWA's wide range of compliance and regulatory activities.

The position performs routine technical inspection work. Employees in this class work independently after initial training and work under closer supervision on a variety of more complex developmental assignments.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed)

- Performs a variety of routine work to successfully improve the safety, efficiency and the reliability of the water and wastewater facilities and operations.
- The position also includes the capacity to ensure compliance with all applicable established laws, policies, regulations and principles of the programs in the respective section of the Compliance and Safety Division.
- Performs the sampling, inspection, monitors and investigates residential, industrial and commercial facilities to ensure compliance with Federal and Guam regulations and permit conditions regarding pretreatment and pollution prevention requirements.
- Performs the inspection of utilities construction projects to enforce ordinances governing minimum standards and requirements of new construction, alterations, and repairs and enforces compliance with all established laws, policies, regulations and principles of the program.
- Provides written documentation on observations, findings, assessments and analyses of site inspection. Identifies and categorizes all known or suspected sources of toxic pollutants or pesticides or materials that may inhibit the operation of or damage the GWA water and wastewater systems.
- Generates, establishes, and maintains a variety of records, reports, daily logs of inspections and findings and related documents.

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- Responds, communicates, interacts and coordinates to/with both residents and businesses on environmental complaints and on illegal and/or hazardous activities. Examines and investigates procedures used and makes reports on the findings; discusses probable cause and recommends corrective actions and problem resolution and/or recommends improvements.
- Participates in inspections to protect the public water supply and wastewater from contamination or pollution of contaminants an/or pollutants through water and/or wastewater interconnection systems.
- Assists the regular surveys of industrial, agricultural and commercial facilities to determine that adequate maintenance of devices are proper and certified and determines the degree of hazard that may exist to the potable water and wastewater systems and recommends/enforces procedures for compliance with Guam and Federal legal requirements.
- Assists in follow up of recommendations or requirements for corrective actions prepared by the Office of Compliance and Safety.
- Assists in the Public Outreach Training and Public Service Announcements related to Utility Protection Program/Pre-Treatment Issues and performance goals.
- Composes correspondence, prepares forms and writes reports relating to the program.
- Performs other related duties as assigned.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

- Working knowledge of the Safe Drinking Water Act (SDWA), Guam Primary Drinking Water Regulations (GPDWR), Clean Water Act (CWA), Clean Air Act (CAA) and GWA's specific Utility Protection Programs, and the best management practices of these programs.
- Ability to become familiar with the Hawaii Water System Standards, the Ten States Standards and the Occupational Health and Safety Act (OSHA) and the best management practices of these standards.
- Knowledge of the inspection of utility's construction projects to enforce ordinances governing minimum standards and requirements in conformance with established laws, policies, regulations and principles of the program.
- Knowledge of environmental inspections, sampling and collection methods.
- Ability to apply principles of logical thinking to define problems, collect data, establish facts, and draw valid conclusions to interpret an extensive variety of technical instruction.
- Knowledge of operations, procedures, installation, construction and inspection techniques, procedures, regulations, methods, maintenance and repair; related to water and wastewater systems.
- Ability to interact with contractors and construction personnel to ensure work activities and products meet required quality levels and standard and comply with all established laws, policies, regulations and principles of the program.
- Knowledge of occupational hazards, safety precautions and standard safety practices, and ensure compliance with applicable Guam and Federal laws, rules and regulations governing water and wastewater systems.
- Ability to inspect project work sites to ensure acceptable safe quality work and ensure compliance with all established laws, policies, regulations and principles of the program.
- Knowledge of principles and processes for providing customer service. This includes setting and meeting quality standards for services, and evaluation of customer satisfaction.
- Ability to effectively communicate ideas and proposals verbally and in writing, to include the preparation of detailed logs which may include numerical information.
- Knowledge of troubleshooting, field inspection and customer information system database issues/problems.
- Ability to analyze problems, identify solutions, advise and respond to inquiries from customers concerning rules, regulations and potential consequences regarding water and wastewater systems.
- Knowledge to operate computer programs, including Microsoft Office and the customer information system database and GWA GIS system.
- Skill in business letter writing and report preparation.

WORK ELIGIBILITY

Public Law 99-603 (8 USC Section 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility.

EDUCATION: Pursuant to Public Law 29-113, Section 3 Subsection (c) of §4101, Article 1, Chapter 4 of Title 4, Guam Code Annotated, is hereby repealed and reenacted to read: "(c) All new employment in the service of the government of Guam *shall* have, as a reasonable measure of job performance, minimum requirement of high school diploma or a successful completion of General Education Development (GED) test or any equivalent education high school program, apprenticeship program or successful completion of certification program, from a recognized, accredited or certified vocational technical institution, in specialized field required for the job."

Applicants claiming degrees or credit hours are required to provide a copy of their college transcript.

DRUG SCREENING:

Applicants conditionally selected for this position shall undergo and pass a urinary screen for illegal drugs pursuant to GWA's Drug-Free Workplace Program policy prior to receiving a Final Offer of Employment. Applicants who violate the requirements of the Drug Free Workplace Policy or refuse to take the mandatory drug test will be disqualified and any offer of the employment will be rescinded.

PROHIBITION: Pursuant to Public Law No. 28-98: "No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam".



PREFERENCE POINTS:

Veterans Preference:

Applicants claiming veteran's preference are required to provide a copy of their DD-214 (Military Discharge form). Those claiming Veteran's Compensable Disability are required to provide a copy of a letter from the Veterans Administration.

Disability Preference:

Applicants claiming disability preference must obtain a form from this office and submit it with the required certification signatures.


Miguel C. Bordallo, P.E.
GENERAL MANAGER 

"WE ARE AN EQUAL OPPORTUNITY EMPLOYER"

