



GUAM WATERWORKS AUTHORITY

ATURIDÁT KINALAMTEN HÀNOM GUÁHAN

PERSONNEL SERVICES DIVISION

"Better Water. Better Lives."

Gloria B. Nelson Public Service Building | 688 Route 15 Mangilao, Guam 96913

Tel. No. (671) 300-6073-6 Fax No. (671) 300-6896

**JOB ANNOUNCEMENT
(IN-HOUSE)**

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

<p>Position Title: Water & Wastewater Systems Control Dispatcher I</p>	<p>Announcement Number: EOE 026-2021</p>
<p>Salary: MINIMUM: J6-A, \$24.19/HOUR; \$50,319.00 PER ANNUM MAXIMUM: J7-A, \$25.17/HOUR; \$52,362.00 PER ANNUM</p>	<p>Open Date: March 31, 2021 Closing Date: April 14, 2021</p>

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)300-6076/6852 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)300-6073~7/6852 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:

- A. Successful completion of a water or wastewater utility apprenticeship program; or
- B. Three (3) years of work experience as a journey level water or wastewater utility operator and certified as a level II water or wastewater operator; or
- C. Four (4) years of skilled work experience in a water or wastewater utility systems operations and maintenance that includes collection, distribution, electrical, instrumentation, treatment, mechanical and meter facilities.

NATURE OF WORK IN THIS CLASS:

This position involves the skilled water and wastewater systems dispatch work under the guidance of a Chief Water/Wastewater System Dispatcher

ILLUSTRATIVE EXAMPLES OF WORK (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed)

- Performs skilled work in the operation of water and wastewater systems controls to dispatch appropriate distribution, production, collection and treatment of the water and wastewater infrastructures.
- Performs skilled work in reading various computer screens, maps, on-line circuit diagrams indicating infrastructure conditions; operates remotely controlled sub monitoring systems.
- Performs skilled work in directing operations field crews to isolate troubled areas in monitoring the water and wastewater grids to ensure safety of personnel and to minimize interruption of water services.
- Performs skilled work in data and events logging, maintenance of records and preparing reports.
- Performs other related skilled work as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of the standard principles, practices and techniques in the water and/or wastewater systems.
- Knowledge of the Supervisory Control and Data Acquisition (SCADA) System for water and/or wastewater systems.
- Ability to perform water and/or wastewater dispatching/control work.
- Ability to read meters, gauges and diagrams and record reading and maintains operating records.
- Ability to compile and log data, prepare reports and maintain records.
- Ability to work under pressure and make appropriate decisions.
- Ability to work effectively with the public and employees.

- Ability to communicate effectively both orally and in writing.
- Skilled work in the operations, installation and maintenance of a water and/or wastewater system of a utility.
- Skill in the scheduling of the operation and maintenance of the water and wastewater systems.

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 illicit/illegal drugs pursuant to GWA's Drug and Alcohol-Free Workplace Policy (DAFWP) prior to receiving a Final Offer of Employment. Applicants who violate the requirements of the DAFWP 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.



Christopher Budasi, Acting
GENERAL MANAGER 

"WE ARE AN EQUAL OPPORTUNITY EMPLOYER" 