

GUYANA WATER INC.

JOB DESCRIPTION

Job Number:	OPS-033
Job Title:	Mobile Operator
Location:	Region
Department:	Operations
Reports To:	Production/Distribution Supervisor
Supervises:	No supervisory responsibilities
Purpose:	To ensure timely operation of the pump station and informs the Production/Distribution Supervisor on problems that may arise at the station, distribution systems and transmission which affects the water supply system

Main Duties and Responsibilities:

- To check the compound fences, panels for any irregularities, and logs observation and report to the Production/Distribution Supervisor on any irregularities on arrival at the location.
- To start station observing the standard operating procedures and record all readings.
- To record all power failures and duration (unless otherwise approved by the Production/Distribution Supervisor)
- To visit stations within the operator's jurisdiction at least twice during the shift, observe and record all required readings on each visit.
- To observe pump readings and transformers for any irregularities, document and advise the Production/Distribution Supervisor immediately and to also

advise the relieving Operator via Log Book and verbally of any irregularities and or/malfunctioning.

- To liaise with the Guyana Power Representative for information on outages and times of power restoration and record same.
- To report to the Production/Distribution Supervisor any breakages, illegal connections, use of pumps by consumers on distribution systems, and any other acts of irregularities.
- To update the Relieving Operator on Stations' irregularities during the shift, and ensure documentation of such irregularity in the Station's Log book at the end of the shift
- To keep the station's compound and Panel Room tidy, observe a high level of sanitation and ensure security of the station on leaving.
- To take water samples and level of service data.
- To perform any other duties and responsibilities consistent with the purpose and level of the post

Personnel Specification

- A certificate in Electrical or Mechanical Engineering
- Three (3) years experience in the operation and maintenance of electrical equipment
- A motor cycle to be used in the performance of duties.