



Thurston Public Utility District

Position Title: Temporary Laborer **Reports to:** Director of Field Operations
Supervisory Duties: None **Pay Range:** \$11.74- \$16.73 **
**** Pay dependent upon qualifications**

Work Environment: Work is primarily performed outdoors in all weather conditions.

Level of Authority: Receive close to moderate supervision, depending on individual's experience and task complexity. Expected to perform most assignments independently.

PRINCIPAL PURPOSE OF JOB:

The position works, under the general direction of the Superintendent, will perform a broad range of manual and technical labor in keeping the approximately 306 owned and managed small water systems, the PUD operates, in operational order. This position is not eligible for the standard benefits packages with the exception of state or federally mandated requirements.

DESIRED SKILLS:

- Ground maintenance including the use of lawn mower, weed eater, chainsaw, pressure washer and hand tools.
- Desire and ability to work hard in outside weather.
- Ability to perform skilled labor.
- Provide manual labor to support field staff including, but not limited to digging, installing water meters and carrying up to 50 lbs.
- Operate work trucks in picking up and delivering materials or supplies, and collecting and removing debris as assigned.
- As directed, perform pressure washing and painting.
- Proficiently operate all assigned equipment and vehicles to perform operations within the capacity of the machine to accomplish required work.
- Work in accordance with safety practices.
- Responsible for keeping vehicle and equipment in good working order and clean.
- Other duties as required.

DESIRED KNOWLEDGE SKILLS AND ABILITIES:

- Team player with ability and desire to accept direction from others.
- Prompt and time sensitive,
- Safety conscious and committed to safe work practices.

DESIRED QUALIFICATIONS:

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to qualify is:

- High school diploma or GED
- Prior experience in operations of water systems highly desired
- First Aid certification
- Valid Washington State Driver's License with a driving record acceptable to the PUD's insurance carrier

WORKING CONDITIONS:

Primarily work in a field environment; may travel from site to site; exposure to extreme temperatures and adverse weather conditions, excessive noise, and hazards; stand, walk, and bend; perform simple grasping and fine manipulation; see and hear with sufficient acuity to successfully perform all aspects of job; use telephone and write or use a keyboard to communicate through written means; lift up to 100 pounds.

Updated 03/19/19



APPLICATION FOR EMPLOYMENT

Public Utility District No. 1 of Thurston County
1230 Ruddell Road SE
Lacey, WA 98503
Main: (360) 357-8783 or Toll Free: (866) 357-8783
E-Mail: PUDcustomerservice@thurstonpud.org

Public Utility District No. 1 of Thurston County is an Equal Employment Opportunity employer. Qualified applicants will receive consideration for employment without discrimination based on color, race, gender, national origin, religion, age, disability status, or by any other bases protected by local, state, or federal law. Please complete this application as legibly as possible, and answer all questions to the best of your ability.

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Legal Name: _____
Last First Middle

Mailing Address: _____
Street City State Zip

Physical Address: _____
(if different) Street City State Zip

Primary Phone: _____ Alternate Phone: _____

E-Mail Address: _____

Have you ever been employed by Public Utility District No. 1 of Thurston County in the past? [] Yes [] No

If yes, when? _____

Are you related to a current PUD employee? [] Yes [] No

If yes, please list the employee's name and your relationship: _____

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EDUCATION

Table with 4 columns: Institution Name/Address, Degree/Major, GPA, and a checkbox column for High School Graduate/GED, College or University, Technical School, and Other.

EMPLOYMENT

Name: Address: Supervisor: Phone:	Dates Employed: From – To –	Salary: Starting – \$ Ending – \$	Position: Duties:
Name: Address: Supervisor: Phone:	Dates Employed: From – To –	Salary: Starting – \$ Ending – \$	Position: Duties:
Name: Address: Supervisor: Phone:	Dates Employed: From – To –	Salary: Starting – \$ Ending – \$	Position: Duties:
Name: Address: Supervisor: Phone:	Dates Employed: From – To –	Salary: Starting – \$ Ending – \$	Position: Duties:

May we contact your present and/or your former employers? Yes No

What position are you applying for? _____ Desired Wages/Salary: \$ _____

Are you able to perform the essential functions of the position with or without accommodation? Yes No

Are you legally eligible for employment in the United States? Yes No

If necessary for the job, are you able to work overtime or serve on call? Yes No

If you are offered a position with the PUD, after how many days will you be able to report to work? _____ days

If you are applying for a position where you will be expected to drive on duty, do you have, or can you obtain, a valid Washington State Driver’s License?
 Yes No Not Applicable

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 Please list four references unrelated to you (include employers, supervisors, or coworkers, business association, etc.).

Name	Occupation	Address	Contact Number

SKILLS AND QUALIFICATIONS

Please indicate if you have any of the qualifications/certifications listed below.

First aid/CPR Certification? Yes No If yes, expiration date: _____

Class A CDL Driver's License? Yes No If yes, expiration date: _____

Waterworks Operator Certifications? Yes No

Cross Connection Control Certification? Yes No

If yes to the above question, please list license number(s), designation, and level achieved: _____

Clerical/Office Experience

Please list the names of the computer software programs in which you are proficient.			
Please list any experience you may have in cashiering, customer service, and records management capacities.			
Please list any experience you may have in bookkeeping or accounting capacities.			
How many WPM are you able to type?		Are you proficient with a ten-key calculator? (yes or no)	

Professional/Technical Experience

Please list any experience you may have in a managerial capacity, which includes the supervision of employees.			
Please list any technical experience you may have related to engineering, surveying, electronics, computer networking/programming, telecommunications, etc. Please include how many years of experience you have.			

Craft/Maintenance Experience

Please list any craft and/or maintenance experience you may have related to water system treatment, pump and water system maintenance, telemetry and labor work such as landscaping, meter reading, mechanics, equipment operation, etc. Please include how many years of experience you have.			
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Please list any experience you may have with specific equipment or machinery (i.e. backhoe/front end loaders, vactors, trenchers, forklifts, cranes, calibration equipment, welders, etc.)	
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Please list any specific training you have completed that isn't already listed on this page or the previous page.

Please list any special qualifications or skills that you believe would help you succeed in this position.



To the best of my knowledge, the information herein is true and complete. If necessary for employment, I agree to provide my birth certificate or other proof of authorization to work in the United States. I understand that I may be required to have a physical examination as a part of the hiring process. I further understand that I may be tested for the presence of drugs as part of the pre-employment screening if I am applying for a safety sensitive position or one which requires a Commercial Driver License. I authorize investigation of all statements in this application. I understand that providing false information on this application is grounds for disqualification and/or dismissal. I understand that nothing in this application or my communications with any Thurston PUD official is intended to create an employment contract between Thurston PUD and me.

Signature of Applicant

Date



Please return this application along with any supporting documents (if required) to Public Utility District No. 1 of Thurston County (Thurston PUD) at:

Thurston PUD
 1230 Ruddell Road SE
 Lacey, WA 98503
 Fax: (360) 357-1172
 E-Mail: PUDcustomerservice@thurstonpud.org