



Submit resume and cover letter to:
Northern Water, 220 Water Ave.
Berthoud, CO 80513
Email Preferred: careers@northernwater.org

Posted: 4/23/2025
By: JG
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By:

Control Center Operator

Division/Department: Operations Division/Control Center Department
Reports to: Control Center Department Manager
Location: Granby, CO
Type of Position: Full-time
Status: Non-exempt
Salary Range: \$29.59 - \$34.12

GENERAL STATEMENT

This position is responsible for the monitoring and operations of all pump plants, hydropower plants, water control equipment and facilities, and reservoir elevations within Northern Water's collection and distribution systems. Monitoring and operations occur year-round and require a variable work schedule, including nights, days, and occasional holidays.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Coordinates the starting, stopping and controlling of pumps and specific hydropower equipment.
- Coordinates and manages the operation of gates and valves.
- Checks functions of pumps, motors, and auxiliary equipment by observing and noting temperatures of bearings, oil and cooling water pressures, and temperatures.
- Checks voltages, amperages and VARs of motors and Bus bar.
- Reads computer and SCADA graphics, charts, and instruments.
- Records pertinent information in logbooks.
- Prepares and issues Source of Power Clearances and all aspects involved with FIST-1-1, Power System Clearance Procedures and Confined Space Permitting.
- Records water runner's information into datasheets daily.
- Prepares weekly reports to the outgoing list.
- Interacts frequently with Northern Water's SCADA system and personnel.
- Communicates effectively via two-way radio, telephone, email, or in person with Northern Water departments and other entities.
- Uses safety/protective devices provided by Northern Water in the performance of all duties where required or appropriate.
- Receives Southern Water Supply Project water orders and inputs the information into the control computer.
- Reports and remedies situations that are, or may become, safety hazards.

- Maintains good relationships with coworkers, supervisors, water users, landowners, contract allottees and the general public.

OTHER DUTIES AND RESPONSIBILITIES

- Performs various routine building and facility cleaning and maintenance activities that promote a safe work environment.
- Assists the mechanical, electrical, civil, etc. crews with repairs as needed.
- Drives to various locations throughout Northern Water's facilities to assist with water operations in the field, as needed.
- Reviews documents for correctness and assists with administration tasks as assigned.
- Performs all other duties as assigned.

EDUCATION AND EXPERIENCE REQUIREMENTS

Education

- Education equivalent to the 12th grade.

Experience

- Experience in pump plants, hydropower plants or heavy industrial facilities operations preferred.

Required Operator Training-Post hire

- Will be trained on how to use the Asset Management System.
- An Operator will concentrate on the Standing Operating Procedures (SOPs) and Designed Operating Criteria (DOCs) within the first 18 months. The Operator will then be required to successfully complete operating training manuals 1 through 12, including single-line electrical prints.

Operator I –After successful completion of Operator training and testing on manuals 1 through 5.

Operator II - After successful completion of Operator I training and testing on manuals 6 through 9A.

Operator III – After successful completion of Operator II training and testing on manuals 9B through 12.

LICENSE, CERTIFICATE AND CREDENTIAL REQUIREMENTS

- Valid driver's license.
- Operator will be trained and required to be certified in USBR HECF (lockout/tagout) and WAPA Switchman's certification.
- Training and licensing on forklifts and manlifts as needed.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge

- Microsoft Word, Excel, and Outlook Applications at an intermediate level.
- Relevant equipment, policies, procedures, and strategies to promote effective local and state operations for the protection of people, data, property, and institutions.
- Pumps, motors, and auxiliary equipment.
- Voltages, amperages and VARs of motors and bus.

Skills

- Routine maintenance skills on plant equipment, facilities, and outside grounds.
- Good communication skills.
- Read and understand business writing.

Abilities

- Work variable shifts up to and including nights, days, and relief shifts.
- Study and understand (SOPs), (DOCs) and operating training manuals.
- Operate and understand a complex computer-driven control system that includes competency in math.
- Work in, on, and near waterways.
- Record neat, legible and accurate records required for pumping water, outages, station logs, clearances, power switching and other items as required.
- Perform regular and emergency inspections of large rotating pumps, generators, switchyards, transmission lines, conveyance systems, and associated electrical, mechanical, hydraulic, and pneumatic equipment.
- Watch gauges, dials, or other indicators to make sure a machine is working properly.
- Observe and participate in training and safety practices associated with system operations, clearance and switching procedures as required by Northern Water and industry standards.
- Ability to multi-task.
- Convey information effectively orally.

PHYSICAL REQUIREMENTS

- Climb ladders up to 220 feet in height.
- Walk on catwalks.
- Walk equivalent of 12 flights of stairs.
- Carry loads up to 75 pounds.
- Endure extended periods of driving, sitting, or kneeling.
- Enter confined spaces with proper confined space entry training.
- Work in noisy or dusty environments with proper personal protection equipment.
- Work outside in all conditions using appropriate weather gear/equipment.
- Turn wheels and handle up to 50 foot-pounds of torque.
- Drive vehicles for extended periods of time.
- Keyboard entry and use of mouse for extended periods of time.
- Must be able to meet the physical requirements of a post-job offer physical examination.

Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions of the job.

OTHER REQUIREMENTS

- Flexible and available for mandatory scheduled and unscheduled (short notice) shift operations. Must be available by phone when assigned to relief shift.
- Attend all safety trainings.
- Maintain a personal appearance appropriate for job position and image of Northern Water.

This job description in no way states or implies that these are the only duties to be performed by this employee.

Northern Water provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, marital status, sexual orientation, gender identity, national origin, disability, genetics, veteran status or other legally protected characteristics. Northern Water complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. Northern Water also prohibits any form of workplace harassment in accordance with these laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.