

Fort Belknap Indian Community

Fort Belknap Agency

656 Agency Main Street

Harlem, MT 59526

(406) 353-2205

Title: Water Plant Operator/ Laborer

Status: Full-Time Permanent

Program: Prairie Mountain Utilities

Location: On site- Reservation Wide

Department: Water

Salary: \$23

Supervision Received: Incumbent receives direct supervision from the Prairie Mountain Utilities Water Plant Manager.

Supervisory Exercised: None

Description of duties: Water operator/laborer performs duties that are given from the Water Plant Manager. The duties and requirements align with Montana DEQ water guidelines, and Federal EPA guidelines that protect the public's health and the environment.

Duties and Responsibilities:

- Must have basic knowledge and math skills to perform essential daily functions at the water plant.
- Within 12 months of hire must be able to pass the required Montana Water Operators test.
- Have a general understanding and knowledge of the water treatment process, non-discharging sewer lagoons, sewer main line procedures, water line repairs, Tribal, State, and Federal regulations.
- Ability to work well alone, use proper judgement, follow direction from the Water Plant Manager, and prioritize water issues.
- Must have the ability to monitor the water plant, record data from different water meters and gauges. Must report any malfunctions to the Water Plant Manager immediately.
- Collect samples, prepare samples for lab tests.
- Must be able to lift at least 90lbs. Clean water intake chambers, be able to use an assortment of tools, and small machinery.
- Maintain a clean sanitary facility. Must be able to help perform oil changes, belt changes, valve changes, small mechanical repairs, vehicle maintenance. Change tires on water vehicles. Maintain the Jetter for sewer repairs. Routine vehicle maintenance.
- Monitor and repair all three of PMU's public water systems throughout the reservation daily.
- Must wear safety gear when doing a job. (vest, helmet, glasses, gloves, boots).
- Clean, calibrate, adjust chemical feed systems.
- Perform other related duties as assigned by the Water Plant Manager or PMU Director.

Knowledge, Skills, & Abilities:

- Capable of making informed decisions of immediate time sensitive situations.
- Basic computer skills, skills on Excel, Microsoft Word, and running small equipment skills
- Ability to work varying shifts including holidays, weekends, and other times that are not on a regular 8AM-5PM schedule.

- Be able to physically perform heavy labor for extended periods of time, often under adverse weather conditions.

Education and Experience:

- High School diploma or Equivalent

Special Considerations and Requirements:

- Must possess a valid State of Montana Driver's License.
- Must be eligible for inclusion with the Master Tribal Insurance Policy.
- Must be able to lift and move 90 lbs.
- Will be subject to comply with the Fort Belknap Indian Community Council Substance Abuse Policy and Drug/Alcohol Testing Policy.
- Indian/Veteran Preference applies.

Working Conditions:

- May be subject to moving parts, electrical currents, fumes, odors, various types of dust, gases, poor ventilation, body fluids, chemicals, inadequate lighting, work space restrictions, and intense noise.
- On occasion will have to work after hours, weekends, and holidays.
- Will have to work outdoors, sometimes during inclement weather in sometimes hazardous conditions.
- Ability to stand and perform repetitive functions for a long period of time.
- May on occasion have to deal with dead animals, hazardous and toxic items.

Immigrant reform and Control Act requires that all individuals appointed to a position must have proof of employment eligibility. Successful applicants will be asked to produce documentation.

Reviewed and approved.



PMU Director

10-14-26
Date



Water Plant Manager

10-14-26
Date

Chief Administrative Officer

Date