

## Distribution staff to work in the plant for the winter season

Roy Bogie and Hugo Lopez Pallares have transferred from the distribution division to the production division to work in the treatment plant for the winter season.



**Roy Bougie**



**Hugo Lopez**

Roy started work with Tom Blanchard's crew on Nov. 15.

Hugo started work with Blanchard's crew on Nov. 29.

## SPRWS to adopt a family in need this holiday season

The utility is partnering with Ramsey County to adopt a family this holiday season. Please help us provide a wonderful holiday for this family in need.

**Gifts and donations must be in to Hayley Heidelberg or Dennis Rosemark by 4 p.m. on Wednesday, Dec. 15.**

**Donate Funds:** If you want to contribute but do not want to shop for and wrap gifts, please contact Hayley for a PayPal/Venmo or drop-off option to go towards gift purchases.

Tags with gift ideas are on a tree set up in the administration building. Not in the building? Contact Hayley at 266-6309 or hayley.heidelberg@ci.stpaul.mn.us.

1. From the tree, take a tag of a gift you want to buy
2. Tape the gift receipt to the gift prior to wrapping
3. Put the name of the recipient on the outside of the gift (No personalization on the tag or indication it's from you or the utility)
4. Tape the tag from the tree to the outside of the gift (it will be removed prior to donating)

## Staff sought for job openings

The utility is looking for staff in several areas.

Positions for water distribution field supervisor I and water lab tech I are open to all and close at 4:30 p.m. on Monday, Dec. 6.

Openings for a water utility tech I working in damage prevention and a GIS specialist II are promotional only and close at 4:30 p.m. on Monday, Dec. 13.

Requirements for all jobs classification may be met in several ways, including various combinations of education and experience. Please see the postings at [stpaul.gov/jobs](http://stpaul.gov/jobs) for full details.

All but the GIS specialist II must possess and maintain a valid Minnesota class D Driver's license or equivalent out-of-state driver's license.

For more information on the first three positions, contact Dan Ferralez at 651-266-6596 or [jobs@stpaul.gov](mailto:jobs@stpaul.gov).

### **Water Lab Tech. I**

Performs entry-level technical work in the water quality laboratory by collecting, labeling, documenting, and preserving samples from the distribution system, wells, lakes, streams, and various water sources. Assists with the calibration, repair, and maintenance of laboratory equipment. Monitors and records incubator and refrigerator temperatures. Collects standard water samples at new or replaced mains.

### **Water Distribution Field Supervisor**

Performs highly responsible administrative and supervisory work in the distribution division, overseeing personnel assigned to construct or maintain water mains, hydrants, valves, and water services for effective and efficient water services.

Inspects and enforces divisional excavation safety program and policy.

Manages up to twelve field crews performing water main construction, repair, and preventative maintenance tasks.

## Utility posts several jobs

[Jobs continued from page 1](#)

Standard working hours are Monday – Friday from 7 a.m. to 3:30 p.m., with additional overtime hours necessary to manage construction projects and emergency response for water main breaks.

### **Water Utility Tech. I**

This posting is open to current city of Saint Paul employees who meet the Civil Service promotion rule, which includes two years of certified service.

The position is with the Damage Prevention Unit.

Typical duties of the position include:

- Locating and marking watermain facilities
- Using GIS mapping and software
- Using Microsoft Office for team communication and meetings
- Coordinating multiple inspection projects, preparing as-built drawings, and working with project engineers to review and analyze projects during design phase

This position is responsible for working extended hours outdoors, mostly during the spring through autumn. Winter outside work may be required on occasion. Typical hours are weekdays 7 a.m. -3:30 p.m. with overtime required on a project-by-project basis. Weekend and holiday work may be occasionally requested.

### **GIS Specialist II**

This posting is open to current city of Saint Paul employees who meet the Civil Service promotion rule, which includes two years of certified service.

Performs intermediate level work providing compilation, maintenance, operation and assists with the assessment of a department Geographic Information System (GIS) and related programs.

Maintains spatial and attribute data, facilitates data capture, and provides map design, production, and spatial data modeling.

Builds GIS applications, provides technical assistance to users, and assists less experienced staff.

Uses applications such as ArcGIS Desktop, database management, office productivity, and related software.

For more information, contact Chrissy Hauge at 651-266-6512 or at [jobs@stpaul.gov](mailto:jobs@stpaul.gov).

## Anderson retires after 43 years



**Jim Bode, (left) production division manager, congratulates John Anderson on his 43 years of service at a reception on Nov. 19 in the treatment plant.**

John Anderson has retired after 43 years of service.

John began his career working for the city as a park aide in 1978. He transferred to water in 1982 as a water plant aide. He earned a promotion to maintenance worker in 1986.

He earned a promotion to chemical feed system repairer in 2005. This is the position from which he retired on Nov. 26.

There was a small reception for John in the treatment plant on Nov. 19 to say farewell.

Best wishes to John on his retirement.



**John Anderson (far right) with Phil Zollinger (far left) and Dan Romanowski (center) in 2006.**