

Replacing a shut-off valve



Sean Diesterhaft, water system worker, waits to catch tools that are being dropped down to him as he works inside a safety box at 800 Iglehart where Tony Palumbo's crew was replacing a shut-off valve on Feb. 15.

Online safety training courses assigned

Safety courses online are being posted to each employee's UL safety training page.

The first set of classes has been assigned with a due date of June 30 to help keep employees on track. Additional classes will be assigned throughout the year with a final due date for all classes being November 30.

Each training topic requires employees to click through a presentation as well as pass an exam (70 percent or better). The exam must be taken as many times is needed in order to pass.

To help with any trouble accessing the site, or

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Emerging leaders sought by the city for upcoming course

Do you have what it takes to be an emerging leader? Are you interested in taking a role in influencing organizational culture and effectiveness across city departments?

The Emerging Leaders Academy challenges participants to build upon their strengths and to develop knowledge and skills to improve efficiency and quality of services provided by the city of Saint Paul.

The program will focus on areas such as: communication, collaboration and cross-departmental teamwork, project management, innovation tools and techniques, leadership, change, diversity, and inclusion.

If you are committed, motivated, and interested in serving the city as leader and are open to new ideas and ways of doing things and seek to be a change agent, this might be for you.

Applicants will be evaluated on demonstrated significant leadership qualities in the past year, evidence of serving as a leader who has helped achieve key departmental or citywide goals, demonstrated a seeking out of new opportunities to build professional skills and indicated an interest and willingness to be a leader.

If this sounds like you, get more information or an application form from Lisa McKeown, in human resources at Lisa.McKeown@ci.stpaul.mn.us or call her at 266-6479.

Applications are due by 4:30 p.m. on February 23 and require supervisor approval. You must commit to a couple of days per month, plus about 15 percent of your work week for activities related to the program, including two days in June for an off-site retreat.

The program starts in April and runs through early November.

Two customer service reps start work on Feb. 6

Two new customer service reps started work on Feb. 6 following the retirements of several reps last month.



Deana Masiello



Mary Obey

Deana Masiello and Mary Obey both work in the call center. Deana reports to Krista Anderson and Mary reports to Derek Olson.

Please welcome Deana and Mary to the water utility.

Office Assistant III job opens up at utility

The meter operations unit is looking to hire an office assistant to replace Coni Cassity, who has transferred to the production division.

Before moving forward with outside candidates, the utility would like to see if any SPRWS employees are interested in a transfer or reduction to the position. To be qualified for a transfer or reduction to this position you must currently hold a title that has a max rate of pay that is higher than the max rate of pay for an office assistant III (\$25.30). If you have specific questions about the opening please see Gayle Moser.

Requirements: High school diploma or general education development certificate (GED) and four years of clerical/administrative experience, two years which must have been as an office assistant II, or equivalent. Two years of post-high school education can be substituted for two years of clerical/administrative experience if the curriculum included course work related to the work performed by the office or executive assistant classes. For more information on this position, go to <http://tinyurl.com/hanzpqx>.

If you are interested or have any questions, please contact Racquel Vaske by end of day Friday, February 24, to determine if you are qualified for a transfer/reduction. If there are no transfer or reduction applicants, the utility will continue this process and work with human resources to post the opening.

Cassity moves to the plant

Coni Cassity, an office assistant, has moved from the meter operations office to the production division working in the plant.

She takes over the position vacated by the retired Jackie Carey.

Coni started in her new role on February 13. She works under Jim Bode, production division manager.



Coni Cassity

Internal posting for water quality specialist I opens

The utility has an internal posting for the position of water quality specialist I in the lab. It is open only to current certified and classified city employees. It closes March 1 at 4:30 p.m.

The job entails professional work such as chemical, bacteriological, and microbiological analysis of the water supply.

Must possess a bachelor's degree in chemistry, microbiology, biology, environmental engineering or closely-related field. Graduates in biology must have at least four semester credits in microbiology.

Must possess and maintain a valid driver's license.

To apply, go online at www.stpaul.gov/jobs and look under internal openings.

For more information, contact Sandy Kimbrough at 266-6510 or jobs@stpaul.gov.

The city of Saint Paul is an equal opportunity/affirmative action employer. Veterans, women, persons of color, members of the LGBTQ community, and individuals with disabilities are strongly encouraged to apply.

Online safety training courses assigned

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recalling a user name or password, please contact Debbie Szulim at 266-6263. You can also reset your password. Remember, the password is case sensitive.

For questions or concerns about the material, please contact the appropriate supervisor or Racquel Vaske at 266-6815.

Make sure to check the junk mail box for an email from PureSafetySupport@support.ul.com.