



**DuPage Water  
Commission**

**30** YEARS OF SERVICE  
Pure. Essential. Stewardship.

## **EMPLOYMENT SOLICITATION**

### **Water Treatment / Distribution Operator Intern**

**Date of Posting: March 3, 2023**

The DuPage Water Commission, operator of the second largest waterworks system in Illinois, is seeking a Summer Intern who will provide support and assist with the Commission Water Pumping and Distribution Systems operations.

The Intern will work closely with Department Supervisors to assist with the operation, maintenance, record keeping, and water quality processes of the Commission. The Intern may also assist in the maintenance of mechanical equipment including pumps, motors, valves, air compressors, and light construction equipment.

Other general duties may include answering phone calls, filing paperwork, managing databases, scanning, indexing, and shredding of documents.

#### Key program Elements:

**Projects:** Interns will be assigned tasks and projects to ensure they gain an understanding and build skills aligned with the organization's functions.

**Learning:** Interns will have the opportunity to engage in learning about water plant and pipeline operations, water storage, water quality testing, and technical maintenance and repair of mechanical systems.

**Mentorship:** Interns will be assigned to a mentor to help answer questions and offer insight into how to make the most of this experience. The mentorship may provide the intern with additional opportunities for shadowing.

#### **SKILLS, KNOWLEDGE, AND ABILITIES:**

Able to read, write and speak English fluently is required.

Basic knowledge of the principles, practices, and methods of water treatment plant operation, including basic knowledge of general chemistry and basic math as it applies to water treatment is preferred.

Revised: March 1, 2023

Admin/Personnel/Job Postings/Water Operator Intern

Ability to handle a variety of basic tasks with minimal supervision.

Ability to work well within a team environment.

Proficiency in Windows based computer training program or experience with Microsoft Office highly preferred.

Ability to learn, understand and adhere to all applicable safety precautions and procedures.

**PHYSICAL AND MEDICAL STANDARDS:**

Standing, walking, reaching, stooping, crouching, twisting, bending, crawling, and climbing stairs and ladders.

**REQUIREMENTS**

The qualified candidate must possess a valid Illinois driver's license.

Intending to pursue or currently enrolled in a technical training program such as Water/Wastewater Operations, Electrical, Process Control & Instrumentation, Industrial Maintenance Technology, HVAC.

This position is targeted to begin in Summer 2023 and conclude at the end of the summer or when the intern returns to school, approximately a 12-week duration. The opportunity to return during subsequent school breaks depending on need, availability, performance, and eligibility.

Starting salary will be \$17/hr. Candidate must complete a DuPage Water Commission employment application (with an accompanied resume, preferred) and email it to [hr@dpwc.org](mailto:hr@dpwc.org). If mailing regular UPS mail or hand delivering, please send to: Human Resource Department, DuPage Water Commission, 600 E. Butterfield Road, Elmhurst, IL. 60126. A background check, drug screen, and physical may be required.

If you have any questions regarding the application documentation information, please contact Cheryl Peterson at 630-834-0100 Ext. 1913.

We welcome you to visit our website at [www.dpwc.org](http://www.dpwc.org) for more information.