



Natural Gas Manager/Compliance Utility Crew Leader/Foreman Natural Gas Technician

Rockwood Water Sewer and Gas is seeking qualified applicants for these full-time, permanent positions. Applications and full description are available at

RWSG Office- 214 W Rockwood St.

Rockwood, TN 37854 or by email to

kramseyleffew@rwsq.net.

Deadline for applications is September 3, 2025.

RWSG does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, and genetic information, and age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Natural Gas Compliance Manager/Foreman

840

Nature of Work

This is a very responsible technical, supervisory, field and administrative work assisting the General Manager with directing and supervising all Natural Gas operation activities.

Activities associated with the job include:

- Assisting with the planning and organization of the operation and maintenance of the gas distribution system.
- Completing and monitoring work orders and completion goals.
- Maintain all compliance documentation required for annual inspections.
- Hands on field work for required maintenance or expansion of natural gas system.
- Back up for Operations Director and crew foreman.

Additional activities include:

- Reacting to emergency and/or urgent situations when necessary.
- Addressing complaints from citizens related to gas compliance.
- Ability to work with other crews as needed in the area of water and sewer.
- Meet with customers/contractors concerning natural gas questions.

Job related duties require thorough knowledge of natural gas distribution and supply operations, strong organizational, interpersonal, analytical and decision-making skills. Thorough knowledge of all field work required for water, sewer and natural gas.

Job performance is evaluated by the General Manager through review of the daily organization and effectiveness of installation, maintenance and repair operations, knowledge and expertise in public utility and natural gas distribution operations, ability to effectively supervise and direct the activities of departmental staff, responsiveness to the needs of the customers, compliance with budgetary goals and objectives and organizational, interpersonal and decision making skills. Ability to effectively assist with installation and maintenance activities, experience in computerized mapping applications, and organizational, interpersonal and decision-making skills.

Illustrative Examples of Work

- Assumes responsibility for all personnel involved in natural gas daily operations, maintenance and construction of the natural gas distribution and transmission system as set forth by the Department of Transportation (DOT) and Tennessee Regulatory Authority (TRA) including rectifiers, valve maintenance, leak surveys, cathodic protection, pipeline surveys and right of way (ROW) maintenance and odorant compliance.

- Assumes responsibility for maintaining the Public Awareness Program and Simple, Handy, Risk-based Integrity Management Plan (SHRIMP) as required by the Department of Transportation (DOT) and Tennessee Regulatory Authority (TRA).
- Oversees the operations and maintenance of all pressure regulating stations and associated facilities.
- Maintains the Operators Qualifications files for all personnel associated with the natural department as required by DOT and TRA.
- Assumes responsibility for Transport Customer gas measurement and telecommunications operations.
- Assists with the bidding, procurement and purchasing of materials, equipment, machinery and supplies as needed.
- Assists with formulating and prescribing the work methods, policies and procedures to be followed by all employees.
- Reacts quickly and calmly in response to emergency situations and determines the proper course of action.
- Works daily with Operations Director and crew foreman for completion of field tasks in a timely, thorough manner.
- Responds to citizen complaints, issues and/or concerns in a timely and effective manner.
- Assists with maintaining records and preparing reports for submission to regulatory agencies and local and regional governmental entities.
- Interacts with individuals from the city, county, state, federal and other jurisdictions in an effort to provide and receive information and achieve common goals.
- Performs related duties as required.

Minimum Requirements

- Graduation from an accredited high school.
- Minimum of four years (4) of utility experience, including natural gas compliance and construction.
- Water and sewer certification preferred in order to facilitate cross training.
- Possession of a valid Tennessee Commercial Driver's license and the ability to be insured at standard vehicle liability rates.
- Strong organizational, interpersonal and decision-making skills; dedicated attention to detail.

Expected Job Skills

- Thorough knowledge of the field of engineering practices and methods as applied to natural gas installation and distribution operations.
- Thorough knowledge of federal and state laws pertaining to the installation and distribution of natural gas including best practices.

- Thorough knowledge of natural gas installation, construction and maintenance practices and principles.
- Thorough knowledge of the Public Awareness Program and Simple, Handy, Risk-based Integrity Management Plan (SHRIMP) as required by the Department of Transportation (DOT) and Tennessee Regulatory Authority (TRA).
- Thorough knowledge of the types and uses of vehicles and related machinery and equipment used in the installation of natural gas lines, regulator stations, etc.
- Thorough knowledge of the occupational hazards and safety precautions associated with natural gas operations including all applicable NFPA, OSHA and PPE regulations.
- Thorough knowledge of basic arithmetic calculations utilized in the preparation of budgets and monitoring of departmental expenditures.
- Thorough knowledge of business English including acceptable grammatical form and usage.
- Thorough knowledge of the geographic area of the City of Rockwood and Roane County service area including streets, roadways, thoroughfares, etc.
- Thorough knowledge of municipal ordinances, state and federal laws applicable to natural gas operations.
- Ability to compile and analyze detailed information and prepare accurate and thorough technical reports.
- Ability to perform the physically demanding aspects of the job in a variety of weather conditions.
- Ability to effectively supervise and direct the activities of departmental staff if needed for back up to Operations Director.
- Ability to effectively evaluate situations and make timely and appropriate decisions.
- Ability to use necessary tools, vehicles and equipment in the performance of job-related tasks.
- Ability to explain and interpret pertinent provisions of laws, ordinances and regulations.
- Ability to react quickly and calmly in emergency situations and to determine the proper course(s) of action.
- Ability to converse plainly and directly in a courteous and professional manner with a variety of individuals.
- Ability to establish and maintain effective working relationships with the public, city and county officials and co-workers.

Physical Requirements

This is heavy work requiring the exertion of 100 pound of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing; stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting,

and grasping; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, visual perception, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles and determining the accuracy and thoroughness of work; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions and oils. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

Gas Utility Technician / Locator

710

Nature of Work

This is a responsible technical work involving a variety of routine and preventive maintenance activities for meters, regulator stations, rectifiers and main and service lines for Rockwood Water, Sewer & Gas.

Activities associated with the job include:

- Sizing and setting commercial and residential meters.
- Repairing meter leaks, changing out old meters and maintaining regulator stations.
- Performing field work as required for natural gas system in compliance with all regulations, State and Federal.

Additional activities include:

- Scheduling jobs with new customers,
- Trouble shooting AMR and mercury meter installation problems,
- Performing re-reads for the billing department and performing relights for customers.
- Identifying and assisting with the repair of broken lines.
- Performing monthly odorant checks.
- Annual maintenance checks on regulator stations and preparing monthly reports of work-related activities.

Job related duties require considerable knowledge of natural gas distribution and supply operations, considerable experience maintaining and monitoring natural gas supply systems, good organizational, interpersonal and decision-making skills and sufficient strength and agility to perform the physically demanding aspects of the job in a variety of weather conditions.

Job performance is evaluated by the Compliance Manager/Foreman through review of the daily organization, effectiveness and accuracy of assigned duties, knowledge and expertise in natural gas distribution and supply operations, responsiveness to the needs of customers and organizational, interpersonal and decision-making skills.

Illustrative Examples of Work

- Sizes and sets commercial and residential meters for natural gas customers.
- Repairs meter leaks and/or changes out defective meters when necessary.
- Maintains regulator stations located throughout the natural gas supply and distribution systems.
- Collects data on electronic recorder including pressure readings and levels on a monthly basis.
- Collects data on rectifiers on a monthly basis and submits required reports.
- Checks odorant levels in the natural gas system on a monthly basis and makes any adjustments as necessary.

- Assists the operations department with responding to broken gas lines and above ground leaks when necessary.
- Pulls meters and performs turn offs and re-connects when necessary.
- Communicates with other operations center staff on issues involving meters, leaks and/or regulator stations.
- Determines how to set residential and/or commercial meters including which meter to set and appropriate pressure levels.
- Interacts with natural gas customers on a variety of issues including high or low bills, gas odors, installation procedures for natural gas, etc.
- Performs all locates in compliance with requirements of 811.
- Performs related duties as required.

Minimum Requirements

- Graduation from an accredited high school
- Minimum of five years' experience performing public utility operations, specifically natural gas operations.
- Possession of a valid Tennessee Commercial Drivers' License and the ability to be insured at standard vehicle rates.
- Ability to interact successfully with co-workers and the public.
- Strong organizational, interpersonal and decision-making skills; dedicated attention to detail
- Sufficient strength and agility to perform the physically demanding aspects of the job in a variety of weather conditions.

Expected Job Skills

- Considerable knowledge of the engineering practices and methods as applied to natural gas installation and distribution operations.
- Considerable knowledge of Federal and State laws pertaining to the installation and distribution of natural gas systems including best practices.
- Considerable knowledge of natural gas installation, construction, maintenance and repair practices and methods.
- Considerable knowledge of the types and uses of vehicles and related machinery and equipment used in the installation, maintenance and repair of natural gas lines, regulator stations, odorants, rectifiers, gas appliances, etc.
- Considerable knowledge of the occupational hazards and safety precautions associated with natural gas operations including all applicable NFPA, OSHA and PPE regulations.
- Considerable knowledge of the geographic area of the county including all streets, roadways, thoroughfares, etc.
- Knowledge of municipal ordinances, State and Federal laws applicable to natural gas operations.
- Ability to perform the physically demanding aspects of the job in a variety of weather conditions.

- Ability to effectively evaluate work related situations and make timely and appropriate decisions.
- Ability to effectively prioritize and organize daily, weekly and monthly activities and consistently meet all established deadlines and reporting requirements.
- Ability to use necessary tools, vehicles and equipment in the performance of job-related tasks.
- Ability to explain pertinent provisions of operational policies and procedures to natural gas customers.
- Ability to react quickly and calmly in emergency situations and to determine the proper course(s) of action.
- Ability to establish and maintain effective working relationships with the public, city and county officials and co-workers.
- Skill in the use of motor vehicles, machinery and equipment utilized by the utility
- Skill in the use of power and non-power hand tools utilized by the utility
- Position will be required to have on-call duty as assigned and respond to after-hours emergencies when needed.

Physical Requirements

This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects, and some heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, reaching, pushing, pulling, lifting, fingering, and grasping; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the work is subject to inside and outside environmental conditions, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils.

Utility Crew Leader/Foreman

730

Nature of Work

This is skilled, supervisory work with the installation, repair and maintenance of water, sewer and natural gas lines and related components. This is a working crew leader position and will involve labor and equipment operation for the completion of the work.

Activities associated with the job include:

- Meeting with Operations Director each Friday to determine completion goals for the following week and coordinate work crews with other Foremen.
- Completing work order records in Elements with full documentation and accuracy.
- Installing water and sewer taps and service connections.
- Repairing and/or replacing water and sewer lines.
- Completing taps for water, sewer and gas
- Installing and flushing water and sewer lines as needed.

Additional activities include:

- Performing general grounds maintenance activities.
- Assisting with new services, disconnection, and other work orders.
- Excavating and backfilling trenches and installing water meters, fire hydrants and valves and other construction duties as assigned.
- Utilize power tools and mechanized equipment.
- Responsible for job safety at all times for assigned crews.
- Respond to emergencies as needed.
- Work with other crew leaders daily to ensure staffing is adequate for tasks assigned for the week. Coordinate technicians to assist in training and experience in all three areas- water, sewer and gas.

Job related duties require excellent decision-making and interpersonal skills, ability to follow instructions and adhere to established policies and procedures. Must also have and maintain sufficient strength and agility to perform the physically demanding aspects of the job in a variety of weather conditions.

Job performance is evaluated by the Operations Director through review of the quality and timeliness of daily job assignments, accurate documentation, knowledge and expertise in utilities installation, repair and maintenance activities, and adherence to established safety and operational policies and procedures, willingness to assist with work assignments and ability to follow instructions and interact effectively with co-workers.

Illustrative Examples of Work

- Meeting weekly goals for work completion as assigned by Operations Director.
- Coordinate with other crew leaders to manage the Office Calls during the work day. Customer Service Representatives should have a daily contact updated as needed.

- Coordinates with other crew leaders with the planning and coordination of weekly/ daily activities and effectively supervises and directs the activities of assigned personnel.
- Oversees and assists with gathering tools, materials and supplies for various job assignments and loading into assigned vehicles.
- Oversees and assists with the installation, repair and maintenance of natural gas lines for new and existing utility customers.
- Assists with determining gas and/or odorant leakages and making necessary repairs ensuring the safety of customers.
- Provides support, guidance and assistance to co-workers by performing any semiskilled and skilled labor tasks as necessary.
- Oversees and assists with making water and sewer taps and service connections and performing cutoffs as assigned.
- Oversees and assists with repairing and/or replacing water and sewer lines and related system components.
- Oversees and assists with unstopping utility lines with augers and repairing and flushing water and sewer lines as necessary.
- Operates trucks, tractors, air hammers, tapping machines and other mechanical equipment when required.
- Oversees and assists with flushing, cleaning and operating line inspection equipment and machinery.
- Oversees general grounds maintenance activities and excavating and backfilling trenches.
- Assists with responding to emergency calls and ensuring that all emergencies are addressed in a timely and appropriate manner.
- Ensures that all cleanup activities are properly performed and grass is re-sown after the completion of projects.
- Responds to emergency requests for call outs and performs needed repairs during non-working hours and serves in an on-call capacity as scheduled.
- Ensures that all work orders are completed in a thorough and timely manner and all time and materials are recorded in an accurate manner.
- Works on-call assignment as required.
- Performs related duties as required.

Minimum Requirements

- Graduation from an accredited high school (or GED).
- Possession of a valid Tennessee Commercial Drivers' License and the ability to be insured at standard vehicle liability rates.
- Minimum of five years of experience in utility installation and/or construction.
- Possession of a Grade 1 or higher Distribution System Operator License AND Grade 1 or higher Collection System License.
- Training and certification in Backflow Prevention Assemblies preferred.
- Ability to interact successfully with co-workers and the public.
- Ability to consistently adhere to daily instructions and make decisions within established operating procedures.
- Sufficient strength and agility to perform the physically demanding aspects of the job in a variety of weather conditions.

Expected Job Skills

- Ability to work independently with little supervision.
- Ability to lead a work crew efficiently and safely.
- Knowledgeable of OSHA and TOSHA safety requirements.
- Knowledgeable of RWSG policies and procedures.
- Knowledgeable of all gas, water and sewer regulatory requirements.
- Knowledge of maintenance and construction hand and power tools, heavy equipment and public utilities operations and practices.
- Knowledge of proper installation, maintenance and repair techniques and practices associated with various utility projects
- Knowledge of utility construction, maintenance and repair projects including installing and/or repairing water and sewer lines, installing meters, hydrants, manholes, etc.
- Knowledge of the precautions necessary to work safely with and around heavy equipment utilized in utility construction and maintenance projects.
- Ability to understand and follow specific oral and written instructions.
- Ability to consistently adhere to established operational policies and procedures.
- Ability to establish and maintain effective working relationships with co-workers and the public.
- Subject to emergency call-outs as needed and on call assignment .

Physical Requirements

This is heavy work requiring the exertion of 100 pound of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing; stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, and grasping; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, visual perception, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles and determining the accuracy and thoroughness of work; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions and oils. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

