

This Data Sheet is prepared to describe specific programs, courses, methods, and training recommendations

Water Distribution

* Purpose

The water distribution certificate program is designed to establish a three level system of certification for system operators. The three classes [“C”- “B”- “A”] will certify that the individual has successfully completed training in a variety of topics, including safety, regulations, component identification and use, work descriptions, and supervision. Certificates are awarded upon successful completion of the courses and exams.

* Eligibility

MTI recommends a minimum of one year of experience prior to enrolling in the “C” class, and an additional year prior to the subsequent levels. However, these are only recommendations and the employer has the final decision in determining eligibility. The primary focus is on the training experiences which are provided to enhance the employability of the participants and to increase the level of contribution to the utility.

An addition to the experience recommendation, it is also recommended that each participant complete CPR training and a First Aid course before completing the required coursework for the “C” level. The required coursework for each level will be completed before the exam will be administered.

* Courses

Courses consist of group activities, including lecture and demonstrations, hands-on lab type of activities, individual workbook type of participation, and evaluation activities. A final written exam is administered at the conclusion of the training activities and a passing score is required for certification.

Water Distribution “C”

The coursework required for the certification at the “C” level consists of basic training courses in:

- * Water Distribution as a career (work requirements, knowledge needed, and employment considerations)
- * Basic Water/Wastewater Math,
- * Safety
 - * Hazard Communications
 - * Excavation, Confined Spaces
 - * Chemical Safety
 - * Work Zone Safety,
 - * General Work Habits
- * System Design and Operation, and
- * Water Distribution Theory of operation. Water System Components and Selection
- * Basic Hydraulic System Theory

Water Distribution - Cont.

*** Water Distribution “B”**

This course is the most technical of the program, covering all aspects of the system operator’s job, including a review of the safety issues. A “C” certificate in water distribution is required. A general reference manual is provided with a workbook which is used as a discussion and learning guide during the classes. Hands-on activities and experiments are conducted in all topics. Teaching methods are utilized which provide practical and participatory activities.

Courses include:

- * General Safety Review
- * Hydraulics
- * Water Chemistry
- * Advanced Water Math
- * Construction and maintenance recommendations for:
 - mains (types of pipe and installation procedures), appurtenances and fittings, corrosion control, service lines (tapping and installation), and meters (identification and installation)
- * Testing and troubleshooting

*** Water Distribution “A”**

The “A” course deals with topics related to first-line supervision and is designed for the system operator who has experience in supervision or desires to become a supervisor. A technical review is included in class and in the examination. Teaching methods include lecture, discussion, role playing and group activities. Topics include:

- * Supervision and Human Relations
- * Management Theory and Supervision
- * Supervision Methods and Skills
- * Situations in Leadership