

Findlay Township Municipal Authority

Job Description

Position: Laborer

FLSA: Non-exempt

Salary Range: Based on skill and experience

Reports To:
Operations Manager

Requirements: Individual should have a basic understanding of water and sewer systems, including; hydrants, valves, water meters, and manholes. Use and knowledge of hand tools, be mechanically inclined, be able to work with his/her hands with various hand tools and lawn equipment, have good communication skills, and be able to interact with the Authority's customers and personnel. Individual must possess a valid Pa driver's license. Willing to work overtime when emergency situations arise or when required to perform routine work on the Authority's system that could create an inconvenience for the Authority's customers during the normal business hours.

Duties and Responsibilities:

1. Be able to assist the Utility Technicians with day to day operations of the Water Distribution System which include maintenance and repair of the Distribution System and checking the Authority's water storage tanks and pump stations on a daily basis.
2. Assist in all matters related to water meter installation, inspection, and repair.
3. Maintain all Authority owned sites during the growing season. This includes but not limited to; cutting grass, weed kill, and edging.
4. Maintain access and visibility to all Authority fire hydrants. This includes but not limited to; weed kill, weed clearance, painting, labeling.
5. Be accessible during off hours for emergencies such as water breaks or repairs.
6. Be available for scheduled repairs and/or connections.
7. Be able to assist the Sewage Treatment Plant operator with general maintenance and operations of the plant.
8. Be able to assist in the maintenance of vehicles and equipment.
9. Maintain and organize the Authority's maintenance shop.
10. Responsible for any duties assigned by the Authority's General Manager or Operations Manager.

Job Specifications:

Education: High School diploma. Water/Sewer License not necessary. FTMA will provide on job training and continuing education for License if achieved.

Knowledge:

Once hired to obtain:

Knowledge of the Authority's distribution system and valves

Knowledge of the Authority's sewer collections system and STP

Thorough knowledge of the Rules and Regulations of the Authority

Thorough knowledge of the Authority's policies and procedures

Please forward your resume to Jason Orsini: jason@ftmawatersewer.com