

TITLE: Collection and Distribution Technician
DEPARTMENT: Wastewater and Water

GENERAL SUMMARY: Under the direction of the Lead C&D Technician and/or certified operators, repair and maintain the distribution and collection systems infrastructure in the service area to include the Borough and surrounding municipalities. Work with office staff in the completion of various customer service work order tasks.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Repair and install new distribution and collection system lines in service area as needed
2. Exercise valves and service/flush hydrants as needed
3. Check plant booster and pump stations; log data
4. Perform the duties and responsibilities of a wastewater or water treatment plant operator in accordance with level of training and certification
5. Provide customer service such as, but not limited to:
 - a. Inspections
 - b. Meter servicing
 - c. Leak/pressure testing
6. Respond to PA One-Calls
7. Document work order tasks in the MAWSA system software
8. Assist in the response to after-hour emergencies.
9. On-call rotation 10-15% of all weekends

SKILLS/ABILITIES

Candidate must exhibit the ability to:

- Operate hand and power tools
- Operate light, medium, and heavy equipment
- Cooperate with co-workers as a member of the MAWSA team
- Effective communication skills
- Work independently but remain flexible in accordance with the demands of scheduling and team needs
- Adhere to safety standards and recognize safety warnings and hazards
- Frequently lift up to 50 lbs., stand and walk for extended periods of time
- Perform tasks for extended periods of time in possible adverse weather conditions
- Provide customer service in a polite and courteous manner
- Manage time properly
- Ability to inspect equipment, diagnose nature of problem, and take or suggest appropriate course of action.
- Have basic/general computer literacy
- Use electronic devices, such as:
 - Smartphone
 - GPS
- Interpret maps and specification instructions
- Manage and control inventory

QUALIFICATIONS

- Ability to obtain DEP Class E Certification for wastewater collections and water distribution within 18 months of start of employment
- Mechanically inclined
- High school diploma or equivalent
- Must possess a valid PA driver's license

WORKING CONDITIONS

Work is frequently performed either inside around noisy equipment or in the outdoors in a variety of weather conditions. Adherence to safety standards is required for work which is performed on and around a variety of potentially hazardous electrical or mechanical equipment, occasionally around hazardous substances.

DISCLAIMER

The above statements are intended to describe the general nature and level of work performed by a person assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required to perform the job.

REPORTS TO: Operations Manager

EMPLOYEE STATUS: Non-exempt

DATE: January 2024

Interested applicants, please email your resume to info@mawsa.org