



HELP WANTED/OPERATIONS

The Worthington-West Franklin Joint Municipal Authority is accepting resumes for the position of Maintenance/Operations Assistant.

We are a small community water and sewer treatment system serving approximately 700 customers. This is a part-time position which may develop to full-time. A valid driver's license and mechanical ability are required. Experience or certification in a related field is a plus. Successful applicant will perform tasks related to plant operations, equipment maintenance, sampling, testing, meter reading and other duties as necessary.

Resumes may be hand-delivered to this location or mailed to us:

WWFJMA, 102 West Main Street, Worthington PA 16262

GENERAL JOB DESCRIPTION FOR OPERATIONS/MAINTENANCE ASSISTANT:

Duties include but are not limited to:

- Daily backflushing of water filters at both water treatment plants
- Daily reading for levels and usage
- Performance of required daily, weekly and/or monthly water tests such as CL2 & Free Chlorine, pH, etc.
- Monitoring of chemical levels, adding/changing when needed
- Regular daily/weekly/monthly maintenance tasks as required
- Reading water meters for billing use – every other month
- Turning off/on of customer's service as needed
- Repair/replacement of water meters as needed
- Make taps for new water service and/or sewer service as needed
- Flushing of main water lines and hydrants as needed
- Check daily influent/effluent flow at STP and record data as needed
- Daily tasks around sewer plant including but not limited to recording of influent/effluent flow data, equipment function data, sampling, etc.
- Daily/weekly/monthly maintenance tasks as req
- Pump sludge from digester as needed.
- Maintenance/care of sludge drying beds as needed.
- Marking of PA One calls as needed
- Be on call for emergency situations and/or assist with emergency repairs
- Work towards obtaining Class C with subclasses 8, 9 & 11 water operator's certification
- Work towards obtaining/maintaining Class C and E -subclasses 1 & 4 Wastewater Operator's license
- Maintenance and upkeep of the Authority's properties – mowing, snow plowing, general repair, etc.
- Maintenance of all machinery and equipment at the plants and office
- Assist FT Operator with any and all tasks as needed
- Maintain drivers license – will be driving Authority vehicles
- Be capable of filling in for weekends, vacations and days off as requested
- Attendance at monthly Board meetings if requested