

Midland Public Service District

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JOB DESCRIPTION

Position Title: Outside Maintenance

General Description of Work

Semi-skilled work involving the use of manual tools and small power tools, medium-sized trucks, backhoes and similar equipment. Employees in this class are responsible for the safe and efficient operation of assigned equipment; service and make minor repairs; operate larger power tools, i.e., quickie saws, compressor and jackhammer, whacker, etc.; cleans, services and maintains equipment assigned to the employee. Employees may be responsible for reading customer's water meters and related duties relative to consumers which include, but are not limited to, turn ons and turn offs of delinquent customers and customers terminating or starting services; thawing meters in cold weather, testing and repairing meters and checking customer complaints. The duties range over a large variety of District activities, including light and heavy physical labor, indoor and outdoor work, and work in groups or alone, depending on the nature of the assignment.

Duties: The duties range over a large variety of District activities, including light and heavy physical labor, indoor and outdoor work, and work in groups or alone, depending on the nature of the assignment. Transports personnel and equipment to and from job; operates dump truck, used on a relief basis or as training on more complex equipment. Reads meters, perform turn ons and turn offs, check customer complaints, change meters, maintain meter boxes and pits, test meters and records results, advises supervisor of problems in reading equipment, and with customers. Services and cleans trucks as well as performs manual laboring tasks; cutting of brush and mowing, laying of pipe, and water and/or sewer pipe maintenance and repair. Required to carry an after hours pager when needed and be in rotation for 24 hour call and weekend system check. Does any additional work that may be required or requested.

Supervised by Field Supervisor, Senior Maintenance Worker or General Manager

Skills, Knowledge and Abilities: Some knowledge of the operation of trucks under all types of weather conditions; some knowledge of maintenance procedures. Ability to communicate effectively with customers and co-workers; ability to assess the work situation; act in emergency situations and make good judgment decisions. Knowledge of tools and equipment used in the department, minimal math skills; ability to read and write English; ability to understand and follow oral instructions; some knowledge of water systems; ability to perform a variety of manual tasks. Physical condition average or above and to pass a pre-employment drug screening.

Education: High School Diploma or GED Equivalent. Ability to read and write English. Valid WV Driver's License.

