

## Fairmount Water/ Wastewater Job Opening

The Fairmount Water / Wastewater Department has a full-time job opening.

--Health, Dental, Life Insurance offered.

--Short term disability

--Public Employees Retirement Fund (PERF)

### ESSENTIAL FUNCTIONS:

Operates various vehicles, equipment, hand and power tools.

Assists in maintaining Water / Wastewater Department vehicles.

Locates water lines for utilities and private contractors as requested.

Documents work performed on prescribed forms, i.e., MS Word or Excel.

Be able to do and understand basic laboratory duties, basic knowledge of biology and chemistry is beneficial.

Serves on 24-hour call for emergencies, with compensation.

### REQUIREMENTS:

High school diploma or GED preferred

Learn or know how to operate PC computer and tablet. Ability to know or learn MS Office software (Word, Excel), and GIS software.

Ability to learn how to make a practical application of Department and OSHA safety policies and procedures

Ability to learn the procedures for the installation and maintenance of municipal water distribution systems; ability to perform basic plumbing repairs and must properly operate and maintain a variety of hand and power tools including wrenches, screw drivers, drills, jack hammer, shovels; gasoline pumps, dump trucks, backhoe, air hammer etc.

Ability to physically perform assigned duties, including hearing mechanical sounds, close vision, standing/walking for long periods, lifting/carrying objects weighing more than 50 pounds, pushing/ pulling objects, reaching, bending, crawling, crouching/kneeling, handling/grasping objects;

Ability to read and interpret Town maps, and read and observe instruments,

Ability to understand and follow written and oral instructions and work alone and with others in a team environment with minimum supervision, often under time pressure;

Ability to effectively communicate with co-workers, other Town departments and the public, including being sensitive to professional ethics, gender, cultural diversities and disabilities;

Ability to occasionally work extended, weekend and/or evening hours; and occasionally travel out of town for training, but not typically overnight;

Ability to serve on 24-hour call monthly and respond swiftly, rationally and decisively to emergency situations; or when requested by a supervisor.

### LICENSE/CERTIFICATION NEEDED: Operators License or Commercial Driver's License (CDL)

Possession of a valid Operator's License or Commercial Driver's License (CDL) with required endorsements and demonstrated safe driving record.

Applications are available at the Fairmount Clerk's Office, 214 West Washington Street, Fairmount, IN Monday through Friday from 8:00 a.m. to 4:00 p.m.