

MAINTENANCE ASSISTANT/LABORER

Class Title. Maintenance Assistant/Laborer (NON-EXEMPT)

Class Definition. Assists in the maintenance and repair of the Authority's sewer system. Does related work as required. May be required to attend classes or courses for job improvement.

Distinguishing Features of Work. Under general direction of the Maintenance Crew Leader, this employee is responsible for keeping all sewage equipment and facilities in good working order including the maintenance of related buildings and grounds. Supervision may be exercised over any contract labor including Township personnel working on Authority facilities. Responsible for work being carried out in a safe manner. May be assigned to on-call status outside of normal work hours, as needed by Authority.

Illustrative Examples of Work. Receives assignments and prepares work orders for the maintenance and operation of sewage pumping stations, meter pits, sewer lines and laterals and participates in such work. Assists in the inspection of all maintenance and repair work to sewer system. Assists in maintaining a continuous check on the operating efficiency of all machinery and equipment. Locates sewer lines by using plans, location equipment and other available information. Reports all findings to and prepares written and/or oral reports as required by the Maintenance Crew Leader. Completes all other tasks deemed necessary for the efficient operation of the Authority.

Required Knowledge, Skills and Abilities. Thorough knowledge of the principles, terminology, tools and equipment used in mechanical, electrical, and building repair work. Good knowledge of the operation, installation and maintenance of pumps, motors, meters. Thorough knowledge of sewer pumping stations, sewer mains, sewer laterals, fittings, control equipment, meter pits and other equipment used in sewage collection and pumping stations. Ability to read and understand engineering and manufacturers drawings, specifications and manuals. Ability to receive and give oral and written instructions. Thorough knowledge of safety equipment and its use. Ability to prepare accurate reports.

Minimum Qualifications. Completion of high school diploma required. Three years journeyman experience in one or more of the following: plumbing, heating, electrical, construction field; or a satisfactory combination of proven education and experience. Physical ability to perform duties in all weather and working conditions. Ability to lift and carry heavy objects. Must be able to climb ladders and descend into manholes over twenty feet deep and obtain confined space certification. Ability to obtain a valid PA commercial driver's license, Class B with air brake and tanker endorsement. Hazmat endorsement may also be required. Must possess excellent hand/eye coordination and be able to work well with various hand tools in awkward positions. A Pennsylvania Department of Environmental Protection Certified Water/Wastewater Operator License may be required to be obtained within two years of initial employment.