

**ERIE COUNTY
JOB POSTING #2019-013**

POSITION: FT Maintenance Repair I

DEPARTMENT: Environmental Services-Wastewater/Collection

SALARY: \$20.78/hr. probationary, \$21.89 @ probation

POSTING DATE: 8:00 a.m., March 4, 2019

CLOSING DATE: 4:30 p.m., March 8, 2019

MINIMUM REQUIREMENTS

Completion of the twelfth school grade or GED; Three (3) years' work experience in electrical and mechanical maintenance; Possession of valid Class B, or the ability to obtain, Ohio Commercial Driver's License (CDL) with Tanker Endorsement Knowledge of equipment operation, maintenance and repair; Possess skill in operating wastewater collection equipment; Possess skill in operating hand and power tools; Knowledge of safety rules and regulations. Ability to work in adverse weather conditions and on an on-call basis. Erie County residency preferred.

Pre-employment physical and drug screen required.

An in-depth job description can be reviewed at the Human Resources Office at 2900 Columbus Avenue, Sandusky.

Qualified applicants apply at the Department of Human Resources, 2900 Columbus Avenue, Suite 210, Sandusky, Ohio OR visit Erie County's website, www.eriecounty.oh.gov, where employment applications and current job postings are available for viewing and/or downloading. Applications are also available and accepted at OhioMeansJobs at Erie County Job and Family Services, 221 West Parish Street, Sandusky (operating hours 8:00 a.m. - 4:30 p.m. Monday through Friday). PLEASE NOTE: A completed Erie County application must be received in the Human Resources Department by 4:30 p.m., 3/8/19. EOE/AA/ADA

Approved for Content Nancy A. Osterman / maw

Approved for Posting [Signature] 2/27/19
Post until 4:30 p.m.,
Friday, March 8, 2019

2019-013

ERIE COUNTY JOB OPENING ANNOUNCEMENT

Where Applications Taken:

Erie County Human Resources
Erie County Services Center
Second Floor, Room 207
2900 Columbus Avenue
Sandusky, Ohio 44870

Office Hours:
8:00 a.m. till 4:30 p.m.
Monday through Friday

Where Postings Sent:

Erie County Care Facility	Human Resources
Erie County Court	Court House
Firelands Campus	
Ohio Business College	
W.S.O.S.	B.V.R.
Health Department	C.A.C.
Newspaper	NAACP
SHS Vocational Ed.	Terra Tech
All County Bulletin Boards	Your Job Store

ERIE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Erie County does not discriminate on the basis of race, color, national origin, sex, religion, age and handicapped status in employment or the provision of services.

DEPARTMENT: **Environmental Services**

POSITION: **FT Maintenance Repair I**

POSTING DATE: 8:00 a.m., Monday
March 4, 2019

LOCATION: 554 River Rd.
Huron, Ohio 44839

CLOSING DATE: 4:30 p.m., Friday
March 8, 2019

WORKING HOURS: 7a.-3p., M-F.
Expanded hrs. as needed.

EFFECTIVE DATE: 3/25/19

SALARY: \$20.78/hr. probationary
\$21.89 @ probation

Description of the Job:

Under supervision of the Superintendent and Assistant Superintendent. Responsible for performing all mechanical and electrical maintenance and repairs of equipment at wastewater collection systems.

Essential Functions to be Performed:

- Inspects pumps, valves, and other equipment in wastewater collections system;
- Makes mechanical and electrical adjustments to equipment;

Essential Functions to be Performed: (continued)

- Performs maintenance duties on all wastewater collection equipment;
- Lubricates pumps and motors, adjusts belts, repairs equipment;
- Replaces inoperable equipment when necessary; operates hydraulic jet machine to clear plugged sewers and the sludge truck to remove sludge;
- Takes and interprets readings of temperatures, pressure, weights, flow, and other data which are obtained from various gauges and meters;
- Operates and inspects various equipment and vehicles such as jet/vac, jet truck, tanker truck, tows, pumps and generators with pick-ups, service trucks, etc;
- Assists in small purchases and receiving, storing and issuing of supplies, tools and equipment;
- Works irregular or expanded hours in case of emergencies;
- Notifies Superintendent when additional supplies, equipment, or repairs are needed.

Other Functions to be Performed:

- Collects samples of wastewater;
- Maintains inventory of supplies and picks up supplies;
- Maintains structures and grounds; Shovels snow, cuts grass, and performs general cleaning and maintenance tasks by using appropriate hand and power tools;
- Assists in maintaining inventory of equipment, supplies and vehicles;
- Communicates information to general public, personnel, contractors, suppliers, etc., responding to inquiries and complaints;
- Assist in an explanation of policies and procedures;
- Maintains, records, compiles data and prepares reports as required;
- Attends meetings and seminars;
- Performs other related duties as required.

Minimum Qualifications:

- Completion of the twelfth school grade or GED.
- Three (3) years of work experience in electrical and mechanical maintenance;
- Possession of valid Class B, or the ability to obtain, an Ohio Commercial Driver's License (CDL) with Tanker Endorsement requires three written tests: (General Knowledge, Air Breaks and Tanker).
- Knowledge of equipment operation, maintenance and repair;
- Possess skill in operating wastewater collection equipment;
- Possess Skill in operating hand and power tools.
- Knowledge of equipment operation, maintenance and repair;
- Ability to add, subtract, multiply and divide;
- Ability to spell and write legibly;
- Ability to understand and follow oral and written instructions;
- Ability to work in adverse conditions and an on-call basis;
- Ability to develop and maintain effective working relationships with associates and supervisors;
- Knowledge of safety rules and regulations;
- Knowledge of public relations.

Physical Requirements:

- Ability to learn and follow safety rules and regulations.
- Lift/carry a minimum of eighty-five (85) pounds.
- Reaching with bilateral upper extremities into/up to/down to various heights.
- Bend, stoop, and squat.
- Push/pull with twenty-five (25) pounds of initial force.
- Climb ladders/stairs.
- Able to withstand extreme temperatures and vibration exposure with equipment tool use.
- Operate heavy equipment.

Approved for Content Nancy A. Ostrander / MSW

Approved for Posting P. A. C. 2/27/19

Post until 4:30 p.m.,
Friday, March 8, 2019

WRITTEN APPLICATIONS MUST BE COMPLETED BY CLOSING DATE