

Part Time

Bethel Township Municipal Authority

Sewer Maintenance Utility Worker

FUNCTION:

To perform maintenance and repair functions on Bethel Township Municipal Authority (BTMA) sewer lines, pump stations, treatment plants, properties, equipment, and easements as required by the BTMA Board of Directors (the Board), Plant Operator, and Business Manager.

RESPONSIBILITIES:

Perform maintenance functions using, as well as operating and maintaining, hand tools, tractors, backhoe, trucks, chain saws, lawn mowers, brush cutters, power tools, safety equipments, traffic control devices, and supplies.

Set up and properly utilize traffic control plans and devices, oxygen monitors, blowers, portable generators, portable pumps, and other related safety equipments and devices.

Ability to properly use backhoe, trucks, safety equipment, direct traffic, act as safety stand by person, and other sewer cleaning equipment in roadways of the Township to affect maintenance to sewer lines and manholes as required.

Assist the Plant Operator in checking and maintaining Manholes, Sewer Lines, Wet Wells, Catch Baskets, Pump Stations, and Treatment Plants, as required, performing duties such as checking of pumps, air compressors, controls, and other related equipment for proper daily operation; such as adding chemicals to control grease and odor, cleaning and maintenance as needed. To include checking of such facilities and equipment for defects, infiltration, missing bolts or other hardware, corrosion, proper connection and operation, and to clean adjust, and / or repair as required. This includes removal of debris and monitoring such equipment for signs of vandalism.

Maintain Sewer easements on public and private property as required by the Board to remove any and all brush or debris as to maintain a good clean appearance.

Assist Plant Operator and Authority Engineer in performing sewer tapping and sampling as required. This includes accomplishing trenching using safe and proper techniques and restoration of the easement to include all private owner sidewalks, fences, lawns, etc.

Perform maintenance and janitorial functions for all Authority buildings, grounds, vehicles, equipment, offices, and tools to keep them clean, neat, organized, and in good repair. This requires sweeping, vacuuming, disinfecting, washing, snow plowing, shoveling, mowing, trimming, and pruning as necessary.

Perform other duties as required by the Board and Business Manager.

WORKING RELATIONSHIPS:

The Board and Business Manager: Reports to and is directed by both as needed. Maintains a cooperative attitude and carries out all duties in a satisfactory manner.

Employees: As directed, assists them in the accomplishment of their respective functions and tasks.

Others / Public: Maintains positive relationships with customers, vendors, Authority Engineer, Plant Operator and the public regarding Authority business necessary to the accomplishment the Sewer Maintenance Utility Worker functions. Portray a pleasant professional attitude to all contacts.

QUALIFICATIONS:

High School graduate or equivalent.

Must have a valid PA driver license and good driving record. CDL license desired not mandatory for hiring.

Minimum of two years (2) experience as a maintenance worker or equivalent job.

Ability to understand and carry out instructions and duties with minimal supervision.

Ability to work as part of a team.

Ability to communicate orally in a understandable and concise manner.

PAY and EVALUATION:

Pay and evaluation of this position will be determined by the Board each January at reorganization meeting.

*****NOTE: THIS POSITION IS PRESENTLY APPROXIMATELY 20-30 HOURS A MONTH)*****