

VILLAGE OF NORTH BALTIMORE

An Equal Opportunity Employer

POSITION DESCRIPTION

Position Title: Water / Wastewater Operator

Dept./Division: Water/Wastewater

Civil Service Status: Unclassified

Reports To: Utility Director

Employment Status: Full-time

Pay: \$17/hr

JOB DESCRIPTION AND WORKER CHARACTERISTICS:

Job Summary:

Under the direction of the Supervisor, operates the Village's water treatment plant; conducts routine laboratory testing of water samples; operates the wastewater treatment plant; and performs maintenance and repairs on the water distribution system. Must be willing to work a rotating weekend shift. Wages are dependent on qualifications.

Key Responsibilities:

- Operate and monitor water treatment and wastewater treatment plant equipment
- Perform routine laboratory tests to ensure water quality compliance
- Conduct preventive maintenance and repairs on the water distribution system
- Maintain accurate records and prepare required reports
- Respond to operational issues and emergencies as needed

Qualifications:

- High school diploma or equivalent
- Ability to obtain a CDL driver's license
- Valid Ohio driver's license
- Optional: Upon successful completion of probation, the Village will cover all costs associated with obtaining and maintaining water and wastewater certifications

Working Conditions:

- Standard operational environment with occasional public interaction
- May be required to lift up to 50 pounds
- Subject to periodic drug and alcohol screening
- Regular schedule is Monday–Friday, 40 hours per week (7:00 a.m. – 3:30 p.m.) with rotating weekend shifts
- Employees will also be required to work a rotating second shift when needed to cover vacation time or sick leave (3:30 p.m. --11:30 p.m.)

Additional Requirements:

- All candidates must pass a pre-employment drug test and background check

Benefits:

The Village of North Baltimore offers a competitive benefits package, including:

- Health, dental, and vision insurance
- Paid holidays, vacation, and sick leave
- Participation in the Ohio Public Employees Retirement System (OPERS)