

The City of Monticello, Indiana is seeking applications for the position of Wastewater Operator

The successful applicant will perform a variety of technical and maintenance work in the operations, maintenance, and repair of the wastewater plant, wastewater collection system, and other duties as needed. The work environment, characteristics described here are representative of those an employee encounters while performing the essential functions of this Job.

- Monitor the performance of all equipment using gauges, charts and monitoring software
- Must be able to safely enter confined spaces such as manhole structures or tanks while adhering to all OSHA safety guidelines at all times
- Must be able to climb and descend ladders, stairs, and handholds
- Must be able to lift 50 – 60 lbs.
- Record statistical data concerning plant operations
- Operate and monitor all aspects of an Aqua Pass Phased Activated Sludge System wastewater treatment plant
- Perform routine preventative maintenance such as; inspect bearings/valves/seals/filters on pumps and related equipment, troubleshoot minor repairs, make adjustments where applicable, be able to assess repairs to malfunctioning equipment; report major or complex malfunctions to Superintendent and/or Assistant Superintendent
- Ensure that vital response equipment such as generators, backup pumps, confined space essential equipment are always made ready for deployment
- Perform routine maintenance functions and custodial duties, including cleaning equipment and performing maintenance task(s) around grounds and buildings, paint equipment, structures, piping, and other facilities when needed.
- Maintain and monitor Lift station pumping stations.
- Read and understand operation manuals to ensure all maintenance is up to date at all times
- Monitor performance of electrical systems, circuits or equipment of facilities
- Maintain shift logs, manually enter field and test data, record meter and gauge readings
- Collect wastewater and water samples and perform routine laboratory testing and analysis as required by Federal, State, and local agencies.
- This Job is considered emergency essential and will be required to report to work during inclement weather or when an emergency arises.
- Must be able and available to work overtime as circumstances require and share on-call responsibilities.
- Weekend work will be required once a month.
- This Job requires the ability to work independently with little to no supervision
- Mechanical comprehension; basic electricity; reading comprehension; mathematics; and the ability to read and comprehend written materials; understand and follow written instructions; and work harmoniously with others.

**Minimum qualifications include:**

- High School diploma or equivalent.
- Valid Indiana driver's license, CDL Class B preferred but not required.

- Be able to obtain and hold a valid Class I Indiana Wastewater Plant Operators license within 24 months of job acceptance.
- Basic knowledge of Microsoft Excel and Microsoft Word preferred

The City of Monticello offers a competitive annual salary for this position, depending on qualifications and experience. The selected candidate must pass a criminal background check and drug screening. All positions are subject to a probationary period of 12 months. The City provides an excellent benefits package that includes two weeks of vacation after the 1st year and regular increases after that based on years of service, sick leave, health insurance, and prescription drug plan with options for supplemental (vision/dental) insurance and a retirement program through Indiana Public Employees Retirement System. Applications and resumes should be submitted no later than **4:00 pm, August 7, 2020**, to Monticello Mayor's Office ATTN: Wastewater Position, 227 North Main Street, Monticello, Indiana 47960. The City of Monticello, Indiana, prohibits discrimination and/or the exclusion of individuals from its municipal facilities, programs, activities and services based on the individual person's race, color, national origin, sex, age, disability, low-income status, sexual orientation or limited English proficiency. The City of Monticello, Indiana affirms its commitment to providing meaningful opportunities and access to municipal facilities, programs, activities and services in an effort to comply with all laws including: Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act of 1990, as amended.