

**NOTICE OF VACANCY**  
**Clark County Utilities Department**  
**Clark County Personnel Department**  
**3130 E. Main St. – 3rd Floor**  
**Springfield, OH 45503**

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**Position Title:** Utility Technician (Bargaining Unit position)  
**Location:** SW WWTP, 3990 Woodbury Road, Medway, Ohio  
**Supervisor:** Assistant Operations Superintendent (Dean Zeigler)  
**Shift:** 8:00 am to 4:30 pm; 37.5 hrs/wk days; may work Tues-Sat, or Sun-Thurs shift by seniority  
**Salary:** \$17.15/hr. probationary rate; \$18.11/hr. after probation; County benefit package  
**Date Issued:** October 13, 2021; open until filled

**Instructions:** Applicants interested in the above named position are to submit three documents: a completed Clark County employment application, a resume and letter of interest to Springview Government Center located at 3130 East Main St., Springfield, Ohio 45505, or fax to (937) 328-2486, or email [hr@clarkcountyohio.gov](mailto:hr@clarkcountyohio.gov). All three documents must be submitted. Please be sure to specify skills and experience applicable to the position for which you are applying. Applicants not submitting all three documents will not be considered. Applications may be obtained in the Personnel Office at Springview Government Center or on-line at [www.clarkcountyohio.gov](http://www.clarkcountyohio.gov)

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**Summary of Responsibilities:**

Under supervision, performs operation and maintenance duties necessary to operate and maintain water and wastewater treatment systems, water distribution and sewer collection systems, perform water meter reading, water meter installation, water meter testing, water service disconnections and reconnections, customer service work orders, and related duties.

**Summary of Essential Duties:**

- Operates, maintains, and repairs equipment at water and wastewater treatment plants.
- Maintains and repairs sewer lift stations and sewers and performs sewer maintenance functions.
- Assists in repairing leaking or collapsed sewers that may require permit confined space entry.
- Learns how to operate Jet truck and assists in operating Jet truck after training.
- Operates construction equipment (backhoe, skid steer, dump truck, etc.) with proper licensure and/or training/experience
- Assists in excavating and repairing streets in connection with leaks, valves, and manholes.
- Repairs water main breaks, repairs and replaces hydrants, checks and repairs leaks and other service problems. Performs water distribution system maintenance.
- Operates and repairs motors, pumps, valves and electrical equipment at lift stations and treatment plants.
- Performs facility and equipment checks. Makes daily recording of readings and changes chart on flow meters. May perform weekend facility checks and perform routine tests after training
- Drives pickup trucks, trailers, tractors, mowers, and deliver other equipment to work sites.
- Performs routine laboratory tests and collects water and wastewater samples.
- Cares for and accounts for tools, equipment, and materials used. Conducts inventory of meters and other equipment
- Operates assigned computer equipment after training.
- Performs customer service work orders including setting new meters, meter pit inspection, meter reading, checking for leaks.
- Performs disconnections, reconnections and new service connections. Interacts with customers on shut-offs and repairs.
- Performs meter reading duties such as testing and reading meters, checking leaks, installing meters, repairing and rebuilding meters, repairs and paints curb boxes and meter pits.
- Performs plumbing assignments relating to installation and replacement of meters and radio read devices.
- Performs other related duties.

**Summary of Requirements:**

- Must have and maintain Ohio Motor Vehicle Operator's License and personal vehicle insurance of \$100,000/\$300,000, CDL Class A with tanker and air brake endorsement preferred. Must maintain any CDL already obtained.
- Ability to read meters manually and electronically.
- Ability to learn to operate and download touch read interrogator and related computer and radio equipment.
- Ability to physically walk up to 7.5 hours per day with limited rest periods and limited restroom access.
- Ability to handle dogs and other animals encountered on routes.
- Ability to learn to repair, rebuild and test meters and to read and follow written instructions.
- Ability to enter customers' homes to replace meters and install radio read devices following training, and to exhibit a professional appearance and conduct.
- Ability to learn and demonstrate plumbing skills. Plumbing experience preferred.
- Ability to bend, stoop, crawl into confined spaces and to work outdoors in extreme temperatures (hot & cold) and in inclement weather.
- Must be able to safely lift 80 pounds and able to safely operate a 65 to 95 pound jackhammer.
- Must learn to use various hand tools, including amp and volt meters and continuity testers.
- Ability to learn safe procedures to work in and around trenches and backfilling operations.
- Ability to learn and demonstrate motor and pump repair skills. Ability to learn 3 phase electrical repair.
- Ability to learn operation and maintenance requirements of the vacuum sewer system.
- Ability to learn to operate Jet truck and attachments.
- Following training, able to drive to lift stations, water tanks and treatment plants to verify operating status, take readings on meters, perform routine tests, and record results and readings.
- Ability to maintain tools and keep complete inventory of tools and meters.
- Ability to write neatly and record information and daily logs accurately and learn basic Word/Excel applications.
- Must be able to work effectively as a team member and with supervisors and others.
- Must complete training requirements established by department.

**Clark County does not discriminate on the basis age, ancestry, color, disability, ethnicity, familial/marital status, gender identity, genetic information, language, military/veteran status, national origin, pregnancy, race, religion, sex, sexual orientation, socio-economic status.**