

OPPORTUNITY POSTING

Mid-Ohio Water & Sewer District

Crew Leader

Starting Hourly Rate: \$30.77 - \$39.77

Closing Date: Until Filled

The Mid-Ohio Water and Sewer District is a regional water and sewer provider established as an O.R.C. 6119 entity. Mid-Ohio offers water and sewer services throughout Madison County and operates 6 wastewater treatment plants and 5 water treatment facilities. The Mid-Ohio Water and Sewer District is rapidly expanding, providing services to over 25,000 local residents. Mid-Ohio has opportunities for experienced, highly motivated individuals to join our team and be part of this fast-growing District.

Due to our rapid growth and expansion of services, the District currently has an opening for a Crew Leader who, under the supervision of Field Supervisors, is responsible for carrying out district distribution and collection projects. The Crew Leader leads, oversees, reviews, and performs the work of utility workers responsible for maintenance, repair, construction, and installation work in the district's water and wastewater systems and related plants. The Crew Leader develops and implements crew assignments, assists utility workers in troubleshooting, and performs more complex maintenance and repair activities. The Crew Leader ensures that risk assessments are completed and safe practices are followed when working in the distribution or collection system. Responsibilities include performing work in the construction, maintenance, and repair of District utilities and operating a variety of construction and maintenance equipment regularly.

The Crew Leader leads and supervises personnel by assigning work duties, observing and monitoring work tasks, providing feedback to employees, evaluating work performance, and assisting employees in correcting deficiencies. Additionally, the Crew Leader monitors project work by ensuring a safe working environment for the crew, planning for and securing needed materials and equipment, ensuring projects are completed in a timely manner, inspecting work, and providing problem solutions as needed. Administrative duties involve preparing daily work orders, generating various reports, and monitoring equipment inventories. The Crew Leader maintains equipment by inspecting it for damage and performing routine maintenance. All other duties are assigned by a supervisor/manager within the department/District. Regular and dependable attendance is required.

The Mid-Ohio Water and Sewer Water District offers competitive wages and excellent employee benefits. To apply for this opportunity, send your resume and cover letter to District Manager Russell Thompson at Russ.Thompson@midohiowsd.gov. Thank you



Summary:

Under the direction of the Field Supervisor, this position is responsible for installing, maintaining, and repairing water and wastewater distribution, transmission, and service lines throughout the District. The role involves carrying out assignments using a variety of hand and power tools while demonstrating the safe and proper use of these tools. Operating a pick-up truck, tractors, and other related equipment is also part of the responsibilities. The incumbent is tasked with managing and ensuring the efficient and safe operation of all water and wastewater equipment for ongoing functionality.

Examples of Work:

- Prepare daily/weekly work schedules, in addition to those assigned by the Field Supervisor or District.
- Be on-call and respond to afterhours/weekend emergencies.
- Work with, lead, and direct crews of associates; assign duties, ensure efficient, effective, safe, and timely completion of crew work, all in accordance with accepted standards.
- Consult with the supervisor on unusual problems, make recommendations for resolution, and act in the absence of the supervisor.
- Lead construction activities (e.g., water main/sewer main tapping, service installations, fire hydrant installations/repairs, water main/sewer main repairs, valve repairs/replacements) of the crew.
- Direct the crew to conduct regular predictive and preventative maintenance on the Water Distribution and Wastewater Collection systems, including valve turning, leak detection, hydrant maintenance, pumping station inspection and maintenance, manhole inspection, sewer jetting, CCTV inspections, etc.
- Be responsible for the health and safety of the crew, ensuring proper instruction and demonstrating work procedures for training purposes when required; lead by example.
- Determine methods and materials to be employed by the crew in routine operations; acquire necessary parts and supplies; ensure an adequate inventory.
- Oversee the care of all tools, equipment, and vehicles assigned to the crew.
- Investigate customer complaints, faults, or problems and remedy them wherever possible.
- Ensure polite, tactful, and courteous interaction between the crew and customers.
- Prepare and submit various reports and forms in an accurate and timely manner.
- Perform daily lubrication of assigned equipment.
- Make daily mechanical safety checks of assigned equipment and complete appropriate records.
- Adhere to all regulations as they apply to the Water Distribution, Wastewater Collection, and Storm Sewer Systems.
- Adhere to all Mid-Ohio Water & Sewer District bylaws as they apply to the Water Distribution, Wastewater Collection, and Storm Sewer Systems.

- Maintain all water/wastewater certification requirements and attend courses as required.
- Complete all required electronic and manual entries into daily logs, timesheets, etc., ensuring the same are completed by crews.
- Operate equipment, including hand tools, skid steers, excavators, front end loaders, crane trucks, vac trucks, jet trailers, as well as District vehicles pertaining to water and sewer maintenance.
- Perform duties in accordance with the Occupational Health and Safety Act, Mid-Ohio Water & Sewer Districts Safety Manual, and all other associated regulations.
- Assist in all areas of the District, including water and wastewater plants.
- Review Risk Assessments with the Crew before every job.
- Perform all other duties as assigned.

Personal Requirements:

- Good hearing is necessary to operate various types of leak detection/listening devices.
- Physical fitness is required for handling physical demands and operating assigned equipment.
- Extensive walking, crouching, and bending over various types of terrain (grass, gravel, ditches, etc.) is essential, as well as working in confined spaces in and around construction zones and residential, commercial, and industrial areas.
- The job involves heavy lifting, such as manhole lids, catch basin covers, etc.
- Possessing manual dexterity and physical strength is necessary to drive equipment and use hand and power tools.
- Coordination of coarse and fine movements, where speed can be a major consideration (e.g., long-handled tools, heavy equipment controls, operating valves, handling nuts and bolts in adverse weather, water sampling, computer keyboarding), is crucial.
- The ability to push, pull, or move objects weighing up to 50 pounds is required.
- Ability to see, read, print, and draw letters, numbers, words, characters, and symbols, both large and small, is essential.
- Ability to hear normal conversations and communicate clearly, both orally and in writing, is necessary.
- The ability to use all required personal protective equipment, including the correct breathing respirator for hazardous work environments, is mandatory.
- The ability to detect and differentiate colors and shades of color is important.
- The ability to climb stairs or step ladders is necessary.
- The ability to use a variety of hand and power tools requiring a high degree of dexterity is required.
- The ability to work in adverse environmental weather conditions (day or night) is crucial.
- The ability to work around chemicals used in maintenance of facilities and water treatment processes is important.
- The ability to sit, stand, or walk for periods longer than 30 minutes is necessary.

- The ability to safely operate an outboard motor and boat in any type of weather conditions, at any time of day, to maintain raw water intake structure is required.
- The ability to work in confined or closed spaces is necessary.
- The ability to work on top of tall structures, such as chemical and water tanks, is essential.
- The ability to work, walk, and stand on unstable soil conditions is necessary.

Knowledge, Skills, and Abilities:

- Ability to use hand tools.
- Technical knowledge of safe vehicle operation, construction practices, confined space entry, and traffic control.
- Practical knowledge of safety equipment and practices, including WHMIS, health and safety, utility locates, and notice of trench work.
- Knowledge and ability to use cable for pulling new water services through underground.
- Knowledge and ability to use shoring properly and ensure the trench is safe at all times.
- Ability to read and interpret engineering drawings and specifications.
- Attention to detail/complete and accurate record-keeping.
- Adaptable to change, willing to learn and practice new skills; maintain up-to-date knowledge of current and new legislative requirements.
- Demonstrated ability to operate computers and varied software applications, more specifically MS Windows operating system, MS Office Suite.
- General knowledge of good customer service practices.
- Ensure that work sites/zones are compliant with OSHA standards.

Experience, Minimum Qualifications:

- High School graduate or equivalent
- Competent persons training preferred
- OSHA 10, 30
- Valid Class A (Not limited by Automatic Transmission) Driver License in the state of Ohio
- Two years' experience in water or wastewater field
- Two years' experience in water/ wastewater distribution and collection system
- Class I Water Distribution license preferred
- Class I Wastewater Collection license preferred
- Experienced operations of all types of equipment and hand tools
- Experience in running collection and distribution crews

Pay:

Mid-Ohio is a diverse and fast growing newly established District in Madison County Ohio. Pay is competitive and based on experience and value to the District. Benefits include company vehicle and tools, company paid health insurance, OPERS "Ohio Public Employees Retirement System", paid holidays & up to two weeks paid vacation. Overtime is usually available and sometimes required. 24/7 On-Call is required for this position. Mid-Ohio is an Equal Employment Opportunity Employer

- Pay: \$30.77 - \$39.77 per hour
- Supplemental pay types: Over time, Comp time
- Job Type: Full-time

Benefits:

- OPERS "Ohio Public Employees Retirement System"
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Professional development assistance

Schedule:

- Monday-Thursday 0600-1500, Tuesday-Friday 0600-1500, or Monday-Friday 0800-1515. Weekends off besides on-call call outs, On-call required. The District celebrates 14 Holidays in a calendar year

License/Certifications:

- Valid Class A (Not limited by Automatic Transmission) Driver License in the state of Ohio (Required)
- Class I Water Distribution license (preferred)
- Class I Wastewater Collections license (preferred)
- OSHA 10 (Preferred)
- OSHA 30 (Preferred)
- Competent Person Excavation & Trench Training (Preferred)

Work Location:

- In person, multiple service areas throughout Madison County.

Work Conditions:

Work is primarily performed outdoors. Employees in this position often work on public roadways, exposed to traffic hazards, sometimes at night or in inclement weather. Additional job site conditions include exposure to open trenches, sewage, various chemicals, and dust or pollen. The employee may also be exposed to hazards such as dampness, direct sunlight, machinery or its moving parts, chemicals, or similar solutions, insect stings, liquid chemicals, and noisy work areas. Some sites may be in remote locations, requiring employees to walk over rough terrain. The employee is frequently exposed to noxious odors, chemical fumes, and liquid solvents. He/she may also be required to work near live electrical lines.

Statement from District Manager Russell Thompson:

Thank you for considering a career with the Mid-Ohio Water and Sewer District. We value the diverse talents and experiences that candidates bring to our team. If you are a motivated individual with a passion for water and sewer services, and if you thrive in a dynamic, growth-oriented environment, we encourage you to apply. Join us in making a positive impact on our community's water and wastewater systems. Your skills and dedication can contribute to the continued success of our rapidly expanding district. We look forward to reviewing your application and exploring the possibility of welcoming you to our team. Best of luck in your job search!

