



WEST ALEXANDRIA

GENERAL SERVICE WORKER PUBLIC WORKS DEPARTMENT

The Village of West Alexandria is currently accepting applications for the full-time position of General Service Worker for the Public Works Department. The General Service Worker reports directly to the Village Administrator while receiving day-to-day guidance and direction from the Training Supervisor.

JOB RESPONSIBILITIES:

- Performs primarily semi-skilled maintenance duties involving flushing and repairing manholes and sewer lines.
- Assists in such tasks but not limited to laying and repairing sewer and water lines.
- Repairs water main line and service breaks.
- Assists with the maintenance of streets and roadways.
- Perform heavy manual labor for extended periods.
- Acts backup to the water treatment plant operator on a limited basis such as but not limited to collecting samples and performing water tests and routine inspection.
- Builds, cleans and unclogs catch basins.
- Operates and ensures maintenance of hand tools and equipment like shovels, rakes, brooms, chainsaws, tamps, rollers, jackhammers, snowplows, and backhoes.
- Operates trucks and other equipment to and from work sites.
- Demonstrate regular and predictable attendance.

MINIMUM QUALIFICATIONS:

- High School Diploma.
- Or equivalent combination of education and experience in Civil Service.
- Active Ohio EPA Water Distribution I certification or the ability to obtain within twenty-four (24) months.
- Active Ohio EPA Wastewater Collection II certification or the ability to obtain within twenty-four (24) months.

SCHEDULE:

- Monday - Friday 7:00a.m. - 3:30p.m.
- On Call / Weekend Rotation Required

COMPENSATION:

*The current pay range will be negotiated depending on qualifications and knowledge, plus an excellent benefits package including but not limited to **100% employer paid** health insurance, life insurance, short term disability, paid sick leave, vacation time and 10 paid holidays, and enrollment in the Ohio Public Retirement System (OPERS) pension program.*

HIRING PROCESS:

The successful candidate will be required to complete a thorough background process, including a criminal check, Motor Vehicle Record and drug screen.

Send Resumes to Shaylie Hawkins at fo@westalexoh.com