

City of Pell City
1905 1st Avenue North
Pell City, AL 35125
205-338-2244

VACANCY NOTICE

POSITION TITLE: **Water Intern**
JOB STATUS: **Full Time**
PAY RANGE: **\$32,052.80 - \$48,505.60**

ANTICIPATED START DATE: Following successful completion of background check and drug screen

SYNOPSIS: This is a skilled labor position that assists as needed in potable water maintenance activities. Employee assists in various tasks, which include cleaning and maintaining facilities, reading meters, repairing or replacing broken pipes, pumps, belts, etc. Incumbent works under the supervision of the Water Utility Supervisor.

QUALIFICATIONS:

- Must be a graduate from an accredited high school, or hold a certificate of high school equivalency (GED)
- Must possess a valid Alabama driver's license
- Must be willing to travel overnight to attend continuing education courses and workshops
- Be physically able to perform the essential functions of the position
- Willing to work non-standard hours as required

ESSENTIAL JOB FUNCTIONS

- Must obtain Class B CDL within one year from date of hire
- Must acquire certification for Grade I Water within twenty-four (24) months from date of hire
- Attend and successfully complete State required classes, training programs, and seminars
- Assist in the operations of the potable water system
- Ensure adherence to safe working practices and procedures
- Check and maintain all equipment
- Operate backhoes, pipe saw and other power equipment
- Performs monthly meter readings, and reports associated with readings
- Perform routine cleaning and maintenance
- Paint buildings and equipment
- Perform other job-related duties and special projects as required
- Works directly with Revenue Department

KNOWLEDGE, SKILLS, AND ABILITIES:

- Considerable knowledge in general maintenance of wastewater processing equipment.
- Some knowledge of water treatment methods and procedures.
- Skill in the use of tools used in general repair of mechanical equipment.
- Ability to express thoughts clearly and effectively, both verbally and in writing.
- Ability to read well and grasp the meaning of written communications.
- Ability to understand physical processes.
- Ability to use basic arithmetic.

BENEFITS AVAILABLE FOR FULL TIME POSITION

- BCBS Health/Dental (single coverage paid by City)
- EMC Life Insurance (paid by City)
- Retirement through RSA (with a City match)
- Vision Plan
- AFLAC
- Sick leave (accrued when paid bi-weekly)
- Vacation (after successfully completing 1 year probation)
- Direct Deposit
- Paid Holidays

APPLICATION DEADLINE/PROCEDURE:

1. Complete application files must be received at the City Hall. This position will remain open until filled.
2. A complete file consists of:
 - A current City of Pell City employment application
 - Current resume [Note: Resume, when required, should address how the applicant has fulfilled the qualifications, **required** and **preferred** (if applicable), listed on this job announcement]
3. The City of Pell City may extend the application deadline to ensure an adequate pool of qualified applicants. Applications received after the deadline or incomplete applications, will not be considered.
4. Applicant may be required to submit employment verifications from current and prior employers prior to job offer being made.
5. Application forms may be downloaded at our website: www.Pell-City.com or City Hall and should be returned to:

City of Pell City
Human Resources
1905 1st Avenue North
Pell City, AL 35125

Email: dchildre@cityofpellcity.net Fax: 205-338-2320

Individuals selected as finalists will be invited for an interview. Applicants must travel at their own expense. If you have a disability and may require accommodations, please notify us at 205-338-2244.

WEBSITE: www.Pell-City.com

The City of Pell City is an equal opportunity employer. It is the official policy of the City of Pell City that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. The City of Pell City will make reasonable accommodations for qualified disabled applicants or employees.

Essential Functions

Essential Function 1: Sitting up to 1 hour to operate equipment.

Essential Function 2: Standing up to 1 hours continuously to make repairs.

Essential Function 3: Walking as needed to move about location and around equipment.

Essential Function 4: Climbing in/out of trucks; up steps (8", 12", and 18"), climbing in and out of ditches 3 feet deep.

Essential Function 4: Balancing to walk about the worksite and on the truck/equipment.

Essential Function 5: Stooping/squatting/kneeling to inspect, maintain and repair equipment.

Essential Function 6: Reaching forward to inspect, maintain, operate, and repair equipment.

Essential Function 7: Reaching overhead up to 80" to climb in/out of equipment.

Essential Function 8: Handling/feeling/gripping to operate heavy equipment.

Essential Function 9: Lifting up to 80 lbs. to move 1-inch rolls of copper; move bags of concrete.

Essential Function 10: Lifting and carrying bags of concrete up to 80 lbs. up to 10 feet.

Essential Function 11: Push/Pull to tighten bolts with wrench (115 lbs. at waist height).

Environmental Conditions

Inside: 10%

Outside: 90%

Sudden Temperature Changes: No

Extreme Temperature Changes: No

Humidity/Wet: Yes

Extreme Noise: Yes

Extreme Vibration: Yes

Hazards: Yes – moving machinery, fall risk, uneven surfaces

Tools: various hand tools, wrenches, pneumatic tools

Safety Equipment: Safety glasses, gloves, safety shoe

Atmosphere Conditions

Fumes: No

Mist: No

Odors: No

Gasses: No

Dust: Yes

Surface Description: Uneven surfaces