

APPLICATION NOTICE

City of Urbana Water Operator

The City of Urbana, Ohio is seeking applicants for the full-time position of **Water Operator** at \$22.78 per hour in the Public Works Division, under the direction of the Water Supervisor. The Water Operator maintains the water distribution, production and treatment systems, which includes the maintenance of water meters, treatment facilities and well sites. Maintaining the water system includes the operation of variety of equipment in the operation, repair, maintenance and replacement of City water supply, treatment and distribution facilities and systems. The Water Operator inspects and/or repairs chlorine systems and all other water treatment facilities and equipment, pumping stations, wells, meters and other elements of the water supply and distribution system at frequent intervals to ensure that all aspects of the systems are functioning properly; maintains a cooperative and productive working relationship with regulatory agencies, treatment personnel, city personnel and the public. They assist in maintaining water quality by taking water samples and maintaining proper operations of the water treatment equipment; inspects meters and connections for detects or damage; and corrects any defects or damage; collects and tests samples using laboratory methods and approved testing equipment; operate and perform the essential duties using GIS/GPS. Water Operators will work scheduled shifts on weekends based on the needs of the Water Division as determined by the Water Supervisor; cuts, fits, taps, repairs sections of water mains, flushing and repairing fire hydrants; contact residents and business owners in the event services or access may be discontinued because of necessary repairs, and explain when access or services will be restored. They perform all duties in compliance with current safety and security standards; maintains a safe work environment including proper traffic control techniques when working in traffic areas; maintains plant records and follows governmental regulations concerning water treatment. The Water Operator may be required to perform other related duties as requested.

The qualifications for this position include the following:

- ◆ High school diploma or equivalent.
- ◆ Must possess a valid Ohio driver's license and be able to obtain CDL endorsement within 6 months of hire as a condition of employment.

The selected candidate must successfully complete the following:

- ◆ Background Investigation.
- ◆ Pre-employment Drug Screen.

A City application or resume must be submitted to apply for this position. A blank application and a full job description may be obtained at <https://www.urbanaohio.com/job-opportunities.html> or by calling: (937) 652-4313. **To be considered, an application or resume must be returned to the Human Resources Office by 4:00 p.m., February 14, 2025 at 225 South Main Street Urbana, Ohio 43078 or via e-mail to hr@ci.urbana.oh.us** . Applications and resumes will be accepted until the position is filled.

The City of Urbana is an Equal Employment Opportunity Employer and complies with the Americans with Disabilities Act. The City of Urbana operates its programs and services without regard to race, color, national origin sex, age, disability, or low-income status in accordance with Title VI of the Civil Rights Act of 1964, and its related statutes.