



**Randy Evans, Mayor**  
Mayor's Office 740/286-2201  
David Swackhammer, Service Director  
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## **NOTICE OF JOB BID**

**SEPTEMBER 30, 2022**

THE POSITION FOR  
ONE (1) PLANT REPAIRMAN  
WASTEWATER TREATMENT FACILITY, CITY OF JACKSON, OHIO  
NOW OPEN FOR JOB BID.

BIDS AND APPLICATIONS ARE BEING ACCEPTED AT THE CITY OF JACKSON,  
MEMORIAL BUILDING, 145 BROADWAY STREET, JACKSON, OHIO.

THE HOURLY RATE OF PAY FOR A NEW HIRE IS \$18.17 (80%)

THE HOURLY RATE FOR A CURRENT EMPLOYEE IS:

\$22.71-ENTRY LEVEL PLUS LAB LICENSE

\$23.39-CLASS I WITHIN 24 MONTHS W/ LAB

\$24.76-CLASS 2 WITHIN 48 MONTHS W/ LAB

**SEE ATTACHED POSITION DESCRIPTION**

**POSTING TO BE COMPLETED AT 4:00 P.M., FRIDAY, OCTOBER 14, 2022.**

Respectfully Submitted,

David Swackhammer  
Director of Public Services  
City of Jackson, Ohio  
740/286-2201  
[dswackhammer@jacksonohio.us](mailto:dswackhammer@jacksonohio.us)

**JOB DESCRIPTION – PLANT REPAIRMAN  
WASTEWATER TREATMENT FACILITY**

**GENERAL PURPOSE**

Perform the daily maintenance for the Wastewater Treatment and Water Treatment Facilities. Operation of heavy equipment to facilitate repairs in the distribution and collection system.

**ESSENTIAL FUNCTIONS**

The below is not exhaustive and may be amended as required by any changes in the position.

1. Carry out the daily maintenance — preventive, routine or emergency of all equipment including fabrication, welding, plumbing, and electrical as required to maintain operations.
2. Recalibrate, adjust and maintain-all computerized equipment including probes and feed systems.
3. Use work order system for completion of all tasks and maintain all maintenance records
4. Cross training with Chief Plant Operator and Plant Operators, to become knowledgeable of operational processes and how it relates to the equipment.
5. Order and track replacement parts and maintain inventory.
6. Capable of working with outside contractors/engineers/vendors
7. Maintain accurate and identifiable data in logbook as required by OEPA.
8. Adheres to all safety procedures, assists in identifying unsafe working conditions/hazards, and reports immediately to their Department Head.
9. Hours of work and work assigned are designated by the Department Head.

**KNOWLEDGE, SKILLS, AND ABILITIES**

The following lists suggest those skills and abilities, which are typically useful in carrying out the essential functions above. Other skills and abilities are acceptable to the employer if they achieve the essential functions of the position.

1. Minimum three years Water Plant, Water Distribution/Sewer Collections, Wastewater Plant maintenance experience or certification from the State of Ohio, a College or Vocational School in Water Plant, Water Distribution/Sewer Collections, Wastewater Plant.
2. Hands on experience in repair and installation techniques, electrical, welding pneumatic, hydraulic, plumbing and fabrication.
3. Able to analyze problems and determine effective solutions.
4. Ability to relay clear and concise details to operator and superintendent if work involves plant operations
5. Able to lift and carry 50 lbs.
6. Ability to stand, walk, climb, and stoop for an extended period.

**LICENSES/CERTIFICATIONS**

Valid Ohio Commercial Driver's License Class B with air brakes and tanker endorsement  
Maintain an Ohio EPA Lab license and has to obtain certification within 30 days of hire  
May be requested to obtain OEPA Operations Licenses for Water Plant, Water  
Distribution/Sewer Collections, Wastewater  
Plant, within 24 months after probation period, as need by the City  
NFP70 E Training and Attire (provided by City)

**QUALIFICATIONS, EDUCATION, & TRAINING**

Minimum of 5 years' experience in electrical/mechanical/pneumatic/hydraulic repair and/or operation or certification from a college or vocational school in a plant maintenance related field or documented work experience in a related field

Must be very skillful in all facets of industrial maintenance, including: Equipment repair/replacement, Electrical A/C and D/C voltage up to 480 volts, Electrical wiring, Painting and Coating Maintenance, Building Maintenance, Pipe-fitting, Welding, Fabrication, SCADA Controls and associated Software programs, VFD's, and PLC's.

REQUIRED EDUCATION: High School Education or GED ON THE JOB: It would take a qualified person about one (1) year to be able to perform most of the job. Additional training will be provided if required.

**WORKING CONDITIONS**

1. This job could be stressful at times because it requires concentration and competency in the routine performance of tasks assigned.
2. Must be able to think and adapt to a situation as a problem unfolds.
3. Dangers are present whenever working in or around rotating equipment, noisy conditions and electricity.
4. Ability to perform job functions in an environment that may consist of loud noise, dust, raw sewage odors, fumes, and all weather conditions.
5. Ability to work from heights while using ladders, scaffolding and lifts.

SIGNATURE OF CITY REPRESENTATIVE

*David Swackhammer*

PRINT NAME:

*David Swackhammer*

DATE:

*5/10/2021*

SIGNATURE OF UNION REPRESENTATIVE

*Stephen Moore*

PRINT NAME:

*Stephen Moore*

DATE:

*5-10-21*