

VILLAGE OF GREENWICH, STATE OF OHIO

45 Main Street

Greenwich, OH 44837

Phone: (419) 752-2441 Fax: (419) 752-1903

www.fiscalofficer@villageofgreenwich.com



Job Posting: Utility Worker

Position: Utility Worker

Reports To: Village Administrator

Employment Type: Full-Time

The Village of Greenwich is seeking qualified applicants for the position of Utility Worker. This position performs a variety of tasks supporting the Village's water, wastewater, street, and electric departments. The ideal candidate will be dependable, mechanically inclined, and capable of performing manual labor in a variety of weather conditions.

Qualifications

Applicants must possess a combination of education and experience that demonstrates the knowledge, skills, and abilities necessary for this position.

Minimum qualifications include:

High School Diploma or equivalent

Valid driver's license and ability to be insured under the Village's vehicle insurance policy

A State of Ohio Commercial Driver's License (CDL) is preferred

Mechanical aptitude and ability to operate heavy equipment and machinery

Ability to follow written and verbal instructions

Ability to maintain accurate records and documentation

Ability to perform heavy manual labor for extended periods and work outdoors in all weather conditions

Knowledge of traffic laws governing motorized equipment operation

Ability to work cooperatively with coworkers and the public

Understanding of workplace safety practices and procedures

Knowledge of water and wastewater treatment operations, equipment, and regulatory standards is preferred but not required.

Essential Duties and Responsibilities

Duties include, but are not limited to:

Picking up and loading garbage

Cleaning and repairing catch basins

Collecting brush and debris

Performing street repairs

Mowing grass, trimming shrubs and trees

Shoveling snow and picking up litter

Performing minor mechanical repairs on vehicles and equipment

Operating machinery and heavy equipment including trucks, tractors, snow plows, and other equipment

Welding and painting equipment as needed

Washing trucks and equipment

Operating tapping machines and air hammers

Installing and repairing water meters, sewer lines, water mains, and storm sewers

**The Village of Greenwich
45 Main St Greenwich, OH 44837**

Hours of Operation

Monday – Friday

8:00 am – 4:00 pm

- Cutting and repairing concrete
- Communicating with residents regarding service requests, complaints, and meter readings
- Restoring work sites after repairs (including seeding grass or pouring concrete)
- Using various hand and power tools in completing assigned tasks
- Assisting with water meter readings
- Maintaining awareness of and following all Village safety programs

Water and Wastewater Plant Responsibilities

This position may be scheduled on-call to inspect water and wastewater plant facilities to ensure proper operation and quality control. Duties may include:

- Taking and recording equipment readings
- Operating pumps, motors, metering, and chlorination equipment
- Backwashing filters
- Monitoring water storage levels
- Collecting and analyzing water samples

Additional Duties

Employees may be assigned other duties as needed by the Village Administrator.

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