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CITY OF NORTH CANTON
Michael J. Grimes
Director of Administration

SUBJECT: Job Position Opening – Non-Certified Operator

A full-time opening exists in the City of North Canton Drinking Water Plant. Position includes healthcare, vacation, and paid holidays.

Non-Certified Operator – Drinking Water Plant \$21.46 per hour

Note: If a candidate has a current 1, 2, or 3 level water certification they will be paid according to the Collective Bargaining Agreement which has a higher rate of pay for each certification

The general job description is attached to this notice. Interested persons should submit a city application that can be found on the city's web site under the City Hall / Employment / Non-Civil Service tab (<http://northcantonohio.gov/city-hall/non-civil-service-jobs/>) or obtained Monday through Friday between 8:00 AM and 4:00 PM from the Office of:

The Director of Administration
North Canton City Hall
145 North Main Street
North Canton, Ohio 44720

Applications will be taken until the position is filled. The final decision on hiring rests with the Director of Administration.

Michael J. Grimes
Director of Administration

April 23, 2015

DRINKING WATER PLANT NON-CERTIFIED OPERATOR

GENERAL STATEMENT OF DUTIES:

This person is under the supervision of the Superintendent of the Drinking Water Plant and the Operations Manager. The purpose of this position is to perform routine duties in the maintenance and operation of a drinking water treatment plant to assure safe and usable water. This position does not have supervisory responsibility.

DISTINGUISHING FEATURE OF THE CLASS:

The person serving in this position must possess sensitivity to the importance of the work to be performed, and the accuracy required maintaining a high standard of quality; the ability to work an irregular schedule and under adverse conditions; the ability to interact with the public in a patient and courteous manner; and the ability to lift and carry heavy loads.

EXAMPLES OF WORK (Illustrative Only):

The person in this position must operate valve and gauges to control the flow of water; take hourly and daily tests of water; monitor gauges and meters, and record readings; adjust chemical feeders and re-supply as required; perform custodial and maintenance work including cleaning of facility and equipment; monitor condition of equipment and report service requirements; assist in the maintenance of equipment such as lubricating motors and blowers; answer telephone calls and provide information and take action to resolve problems, either personally or by referring to appropriate personnel; and perform related work as required.

ACCEPTABLE EXPERIENCE AND TRAINING

Vocational or trade school training helpful; must have the ability to use hand tools; possess some knowledge of mechanical and electrical tools; some knowledge or experience in sewer and water maintenance helpful; have the ability to operate treatment plant equipment; and must obtain a Class I Operator's license within 2 years of hiring.