

**CITY OF MILLEDGEVILLE****JOB ANNOUNCEMENT**

**POSITION:** General Trade Craftsman

**DEPARTMENT:** Water Plant

**SCHEDULE:** Full-Time – 40 hours per week  
Shift work, weekend work, and after hours on call duty

**SALARY:** \$24,726.59/Annual (\$11.888/Hourly)  
Salary Negotiable dependent upon Experience

**JOB ANNOUNCEMENT:** June 3, 2019 – June 14, 2019

**JOB SUMMARY:**

This position is an entry level positions responsible for assisting the Maintenance Mechanic in the repair and maintenance of the Water Treatment Plant facilities.

**MAJOR DUTIES:**

- Check pumps, gauges, clear wells and motors to make sure they are operating properly; calibrates instruments and equipment
- Monitors incoming and outgoing water supply; make adjustments as needed.
- Perform preventive maintenance activities such as cleaning and greasing pumps, changing filters, and cleaning basins
- Repairs or replace motors, pumps, drive shafts and belts
- Repairs gauges and sensor devices on pneumatic equipment
- Maintains maintenance records on all equipment at facility

**KNOWLEDGE REQUIRED FOR THIS POSITION:**

- Knowledge of repair and maintenance techniques for pumps, feeders, lines, generators, and motors.
- Knowledge of basic electricity.
- Knowledge of mechanical systems.
- Knowledge of water plant systems
- Knowledge of pneumatic equipment
- Skill in repairing and maintaining low voltage electrical equipment
- Skill in maintaining and repairing water plant facility equipment
- Skill in oral and written communications

**MINIMUM QUALIFICATIONS:**

- High School diploma or G.E.D.
- Valid State of Georgia Driver's License
- Must meet insurability requirements for the City of Milledgeville vehicles and equipment policy
- Ability to follow all required safety procedures

(Note: The listed duties are illustrative only and are not intended to describe each and every function which may be performed in the job class. The omission of specific statements does not preclude management from assigning specific duties not listed herein if such duties are a logical assignment to the position)