



GLOUCESTER COUNTY
invites applications for the position of:

Utility Mechanical Foreman - WTP

SALARY: \$44,023 +/- DOQ

OPENING DATE: 12/30/2020

CLOSING DATE: Open Until Filled

Description:

Under general supervision, performs administrative and supervisory work in the installation, maintenance, repair and replacement of equipment in the Gloucester County water treatment and wastewater collection systems, and coordinates the procurement of parts. Work involves the use of hand and power tools. Employee must exercise initiative and independent judgment in completion of assigned tasks. Employee must also exercise tact, courtesy and firmness when communicating with contractors, vendors, customers and the general public. May be designated responsible for specific water and/or wastewater facilities. Reports to designated supervisor.

Full Job Description: [Utility Mechanic Foreman - WTP](#)

Examples of Duties:

- Supervises and, depending on assignment, participates in the installation, maintenance, repair and replacement of assets at various Utility facilities. This includes piping, motors, dosing pumps, centrifugal pumps, vacuum pumps, air compressors and other appurtenances.
- Supervises custodial and grounds-keeping duties at various Utility facilities. Maintains custodial and grounds-keeping material, supplies and equipment. Coordinates with Facilities Management Department.
- Coordinates with contractors and vendors. Coordinates the procurement of parts for inventory and project needs.
- Coordinates internal projects and ensures adherences to safety regulations. This includes, but is not limited to, Lock Out/Tag out, Confined Space Entry, Hazardous Communications and Workplace Injury Policies. Maintains awareness of safety requirements for relevant industrial environments and on-site chemical Safety Data Sheets.
- Operates hand tools, power tools and industry-specialized tools.
- Manages preventive maintenance of equipment.
- Maintains records and files related to installation, maintenance, repairs and replacement of equipment. Performs County Building Safety Assessments and submits report.
- Maintains a clean and organized inventory. Maintains a clean and safe work environment.
- Responds to after-hours calls on nights, weekends, and holidays as needed.
- Functions as a working supervisor and coordinates training of reporting personnel.

Qualifications:

- Possession of a high school diploma/GED.
- Five (5) to seven (7) years of experience in mechanical and maintenance work to include repair, preventative maintenance and troubleshooting of pumps, motors, control valves and control systems; and two (2) years of supervisory experience.
- Experience in water and/or wastewater systems preferred.

Special Requirements:

- Possession of a valid driver's license; Commercial Drivers License (CDL) preferred.
- Possess and maintain a driving record that meets established Gloucester County Driving Standards.



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- Must pass a post-offer, pre-employment physical. Position subject to subsequent physical examinations to ensure incumbent meets physical job requirements.
- Possession of OSHA 30 Hour Card (General Industry or Construction) or obtain within 12 months of employment in the position.
- To be considered for this position, your online application must include your cover letter, resume, and three (3) professional references.

To apply online, visit our website at: www.gloucesterva.info.

Gloucester County is an Equal Opportunity Employer