



CAREER OPPORTUNITY WATER/WASTEWATER TECHNICIAN OR TECHNICIAN TRAINEE

HOURLY SALARY-TRAINEE

\$16.00 - \$21.00 per hour

HOURLY SALARY-TECHNICIAN

\$18.00 - \$23.00 (*MUST BE FL LISCENSED*)

FULL-TIME, NON-EXEMPT POSITION WITH BENEFITS

Work Hours: Mondays – Fridays, 8:00 a.m. to 5:00 p.m., with the ability to work overtime evening, weekend, and holiday work required.

APPLICATION DEADLINE

Open until filled.

OUR WATER/WASTEWATER TECHNICIAN POSITION IS A HIGHLY RESPONSIBLE, CHALLENGING AND REWARDING ROLE. MAKE A SPLASH WITH US AND LEARN MORE ABOUT FLORIDA'S NEWEST CITY AT WWW.INDIANTOWNFL.GOV.

POSITION SUMMARY

Under the general supervision of the Utilities Manager, the Water/Wastewater Technician performs technical work in the reading of water meters and recording of water consumption. This position is responsible for the installation, repair and maintenance of water lines, installing water meters, reclaimed water lines, gravity sewer lines, wastewater force mains, general work orders and other work associated with the water & wastewater divisions. Work involves the incumbent to spend prolonged periods of time outdoors and involves considerable amounts of walking. Work is reviewed through observation and written reports for adherence to established policies and procedures. (Position Requires Overtime, Evening, Weekend & Holiday Work.)

ESSENTIAL FUNCTIONS

This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to the following:



- Locates and reads industrial, commercial and residential meters on an assigned route; enters reading in electronic data recorder; clears mud and debris from meter enclosures, as needed.
- Operates handheld computers; inspects meters for damages and tampering; replaces old water meters or ones that have ceased to work.
- Repairs and exchanges water meters to working condition.
- Reports vacant residences where service has not been disconnected and questionable reading too superior.
- Installs meters and meter boxes and turns system on and off as required.
- Installs, repairs and maintains water lines.
- Installs reclaimed water lines, gravity sewer lines and wastewater force mains.
- Must be available for announced or unannounced overtime work and the ability to respond to call-out during non-working hours or emergencies after initial training.
- Other duties may be required and assigned.

MINIMUM QUALIFICATIONS

- High School Diploma, GED or an equivalent combination of training and experience is required.
- Six (6) months of customer service experience is required.
- Ability to utilize standard office equipment and computerized systems.
- A Valid Florida driver's license must be maintained throughout employment.
- Possession of a Level "3" Water or Wastewater Distribution License is required for the technician position. Trainees must obtain a Level "3" Water Distribution License within 2 years of hire.

BRING YOUR SKILLS AND TALENTS TO A DYNAMIC CAREER OPPORTUNITY WITH FLORIDA'S NEWEST MUNICIPALITY!

About Indiantown

Indiantown is a rural community in Florida's Treasure Coast first established in the early 1900's, then incorporated in 2017 as the newest local government in Florida. While its population of less than 7,000 is small, its resident engagement is exemplary and its potential for community building and new business opportunity is large. The Village is governed by a Mayor and Council elected at large, while day-to-day operations are directed by the Village Manager. Because our staff is small, we're called upon to apply versatile talents and skills across many disciplines making our daily work very challenging and dynamic.

Application Process

Interested persons should submit a resume and cover letter, not to exceed **three (3)** pages collectively. The position will remain open until filled. An **original, signed** version of a candidate's submission, with the candidate's **legal signature** on the cover letter, should be e-mailed to jnorris@indiantownfl.gov. The signed cover letter shall also include the statement: ***"I certify all information contained in this cover letter and resume is true and accurate."*** **Failure to follow these submission requirements may disqualify applicant from consideration.**



Professional references are optional at the time of submission; however, they may be requested if the candidate is invited to an in-person interview. References submitted at this stage must be limited to a one (1) page list.

INDIANTOWN VILLAGE IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE, DISABILITY, MARITAL STATUS, FAMILY STATUS, OR SEXUAL ORIENTATION IN EMPLOYMENT OR THE PROVISION OF SERVICES.

