



OFFICE OF HUMAN RESOURCES

**TOWN OF NORWELL**

345 Main Street, Norwell, MA 02061

TEL: 781-659-8060 Email: [bchilds@townofnorwell.net](mailto:bchilds@townofnorwell.net)

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**PUBLIC POSTING DATE: October 4, 2022**

<b>Position:</b>	Water System Maintenance Mechanic		
<b>Department:</b>	Water	<b>Reports to:</b>	Water Superintendent
<b>FLSA Status:</b>	Non-exempt	<b>Work Hours*:</b>	40.0 regular, M-F 7:00am-3:30pm
<b>Pay Rate:</b>	<ul style="list-style-type: none"><li>• Start @ \$26.55+/HR with one License (D2 or T2) &amp; experience; \$800 annual clothing allowance for all</li><li>• Annual stipend(s) for 2 + licenses, licenses above D2 and T2, and other additional licenses</li><li>• Standby Pay rate of \$40/hr. per weekday &amp; \$50/hr. per weekend/holiday</li></ul>		
<b>Benefits:</b>	Eligible for <b>Employer Sponsored Health &amp; Life Insurance</b> ; <i>Voluntary Dental, Vision, Life, Disability, Flexible Savings Plans Available</i> ; <b>Paid Time Off</b> for annual <b>Vacation</b> (10 days), <b>Personal</b> (3), <b>Sick</b> (15) & all <b>Federal/State Holidays</b> ; and a <b>Retirement Plan through Plymouth County Retirement Association</b>		

**APPLICATION PROCESS & DEADLINE**

Apply by submitting a resume and town application (<https://www.townofnorwell.net> under Human Resources tab) to [bchilds@townofnorwell.net](mailto:bchilds@townofnorwell.net), in person or via U.S. Mail to Human Resources, 345 Main St., Norwell 02061. **Open until filled.**

**JOB SUMMARY**

**Water Distribution:** The Water System Maintenance Mechanic performs all work as directed or required in the maintenance, repair and/or operation of the water system including, but not limited to, the installation and repair of water services, water gates, water mains, fire hydrants and connections. Performs installations, repairs, maintenance, testing and (when required) reading of water meters. Possess the ability to effectively communicate with citizens and water users of the community relative to the water system, water use and water rates. When properly licensed, is required to be on stand-by duty for emergencies, make unscheduled repairs and pump station monitoring. When assuming stand-by status, can make immediate decisions relative to emergencies regarding the water distribution system. Performs any other related work required by the Water Superintendent or his designees.

**Water Treatment:** Ability to monitor equipment and record appropriate parameters relative to the routine operation of water treatment and/or corrosion control facilities. Routinely required to work under the direction of the Superintendent and/or the primary Treatment Plant Operator. Duties may include the following:

- Handling hazardous chemicals under pressure in liquid and gas form.
- Maintenance of high-pressure chemical feed lines pumps and flow meters.
- Maintenance of high-pressure chemical feed lines and flow meters in confined spaces.
- Collection of water quality samples from public drinking wells, treatment points and water distribution system.

When properly licensed, is required to be on stand-by duty for pumping station and treatment facility monitoring. When assuming stand-by status, can make immediate decisions relative to emergencies regarding the water treatment process. These decisions may involve a commonsense approach or may require the assistance of the Water Superintendent and/or the Primary Treatment Plan Operator. Must possess the appropriate license to work on public water systems issued by the Commonwealth of Massachusetts equal to or exceeding that grade in which the Norwell Water Department is currently classified.

**DESIRABLE MINIMUM QUALIFICATIONS**

**Education & Experience:** High School Education. Two years of experience in the operation and maintenance of municipal pumping stations and a municipal water distribution system or any equivalent combination of education and experience desirable.

**Knowledge, Ability & Skills:** Working knowledge of the operation and maintenance of a municipal distribution system and a general knowledge of services provided by a municipal water department. Basic knowledge of water treatment processes and their potential impact on public health. Knowledge of industry accepted safety precautions and practices with respect to the handling of hazardous chemicals. Ability to exercise sound judgement and to take appropriate action relative to equipment and instrumentation failure. Ability to follow oral and written instructions. Ability to record information in prescribed form and to interpret the significance of variation from the norms.

**REQUIRED LICENSES & CERTIFICATIONS** (*Water Licenses must be obtained within twelve (12) months of hire and requires the continued acquisition of Training Contract hours*): MA Drinking Water Supply Facility Operators Certification Grade D2 and Grade T2; Must hold and maintain a Valid Class D Massachusetts motor vehicle license with safe driving history during employment.