

## **MAINTENANCE HELPER**

**South Essex Sewerage District, 50 Fort Avenue, Salem, MA seeks qualified applicants for the position of Maintenance Helper**

### **Definition**

Manual work in assisting maintenance and operations personnel in cleaning, maintaining and repairing all facilities and grounds and in repairing equipment, machinery, sewers and right-of-ways; all other related work as required.

### **Recommended Minimum Qualifications**

#### **Education and Experience**

High school graduation.

#### **Special Requirements**

Massachusetts Driver's License.

#### **Knowledge, Ability and Skill**

*Ability.* Ability to learn how to operate and maintain equipment and machinery used in maintenance and repair of buildings, grounds, and sewerage system facilities; ability to maintain and evaluate simple records. Ability to use all types of hand and power tools.

*Skill.* Good communication skills, including speaking and writing English.

### **Physical Requirements**

Constant moderate to strenuous physical effort generally required to perform work. Frequent bending, walking, climbing, reaching, and standing. Ability to work in confined areas for extended periods of time. Occasionally must move (push, pull, lift or carry) heavy objects weighing up to sixty (60) pounds. Frequently required to operate various tools requiring manual dexterity. Excellent eye sight (sharp, close, distance, color, peripheral, and depth vision) and hearing well within normal ranges.

### **Supervision**

Works under the direct supervision of the Facilities Foreman or the Assistant Superintendent of Maintenance.

Performs manual work, requiring the use of defined procedures and methods, under close supervision to keep the facilities clean and equipment in good working order.

### **Job Environment**

Most work is performed outdoors, with exposure to varying weather conditions and with additional exposure to loud noises, heights, toxic or caustic chemicals, fumes or airborne particles, extremes of heat and cold, near moving parts, and with a risk of electrical shock.

Has some contact with other District staff and infrequent contact with others.

Errors in judgment could result in injury to self or other employees, damage to buildings or equipment, and legal ramifications to the District.

Adheres to the District's safety rules, regulations and policies.

### **Essential Functions**

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is related, or a logical assignment to the position.*

Assists operations and maintenance personnel in repairing buildings and equipment and maintaining grounds.

Cleans and lubricates pumps, motors, and related equipment; assists in removing, repairing, and replacing equipment as directed. Services, adjusts and makes minor repairs to equipment and attachments.

Performs general masonry repair work; cleans and paints equipment, pipes, floors and walls. Performs carpentry and masonry to repair buildings and construct offices.

Cuts grass; trims and prunes shrubs and trees; rakes leaves and pulls weeds; removes snow from walks and driveways.

Removes debris, such as sticks, rags, rocks, sand, grease, and other foreign matter from manholes, wet wells and sewer right-of-ways; pumps out essential electric manholes to prevent blackouts; examines conditions of lines, manholes, and inverts, and informs supervisor if damage is detected; assists in cleaning of sanitary sewer lines by hand, or using machine-driven tool.

Assists in the operation of maintenance or automotive equipment. Assists in servicing equipment, machines and attachments; conveys materials and tools around job site; cleans work sites and equipment, removes debris, and places tools in truck after completion of job; erects barricades or traffic cones to protect workers and public.

Works with electricians, instrumentation technician, computer technician and mechanics, when so directed.

**Annual Pay Rate: \$40,947.13 to \$50,913.18**

(Starting pay rate commensurate with qualifications and experience)

**To obtain the application information and submittal requirements package for this position, contact Anita Runne' at 978-744-4550 ext. 158 , by email at [arunne@sesd.com](mailto:arunne@sesd.com) or by visiting our website: <http://www.sesd.com> .**

**The District has a comprehensive and competitive benefits package EOE**