

**MIDDLESEX COUNTY UTILITIES AUTHORITY  
JOB OPENING**

JOB TITLE: Utility Laborer

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DEPARTMENT: Maintenance	DIVISION: Wastewater
LOCATION: Central Treatment Plant/ As assigned	EXEMPT: No
SALARY LEVEL: N-1 (\$27,970.00-\$64,390.00)	SHIFT: No
REPORTS TO: Maintenance Foreman/as assigned	REVISED: 11/26/2021
OTHER REQUIREMENTS: Must be available to work on-call and overtime	

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**SUMMARY:** Keep premises of plant buildings in clean and orderly condition; assist in the maintenance and repair of machinery, equipment, and the physical structures of buildings and grounds; assist or replace drivers, operators, and maintenance personnel by performing the following duties.

**ESSENTIAL DUTIES & RESPONSIBILITIES:** Include the following and others as assigned.

Clean grounds and remove litter from lawns, trim hedges, remove weeds, and rake and dispose of leaves and refuse; clean out drainage ditches and culverts.

Mow lawns; trim and edge around walks, flower beds, and walls; spray lawn, shrubs, and trees with fertilizer, herbicides, and insecticides.

Plant grass, flowers, trees, and shrubs; water lawn and shrubs; prune shrubs and trees to shape and improve growth or remove damaged leaves, branches, or twigs.

Repair fences, gates, walls, walkways, masonry, woodwork, and furnishings of buildings; paint as directed.

Make minor repairs on machinery and equipment, and transport small equipment, tools, or supplies between departments or buildings.

Operate equipment such as manual/automatic shift light trucks and small dump trucks, tractors, and forklifts.

Maintain appropriate log sheets and forms and work from diagrams.

As directed, fill in for drivers, operators, and maintenance personnel; for utility assignments and perform a wide variety of repair and maintenance-related tasks.

Run errands, make deliveries, pick up and drop off mail, and collect materials for recycling.

Clean up spills in or around buildings, grounds, or pavements.

Load and unload supplies, parts and other materials used in treatment plant or collection system operations or in the Maintenance garage.

Use machine operated or manual equipment to remove snow and ice from parking lots, sidewalks, stairs, and entrances to buildings; apply salt to slippery surfaces.

Comply with applicable safety and health policies and procedures.

**QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

**EDUCATION and/or EXPERIENCE:** High School Diploma or General Equivalency Diploma (GED).

**OTHER SKILLS and ABILITIES:** Ability to carry out basic oral or written instructions. Basic working knowledge of hand and power tools used in maintenance operations. Basic knowledge of operation of pumps, motors, and other mechanical equipment. Ability to operate simple machinery and equipment and to assist in making minor mechanical repairs. Ability to wear harnesses and other heavy PPE for confined space entry. Must be able and willing to utilize appropriate respiratory and other safety equipment as required in the performance of duties.

**LICENSES:** Must possess valid state of residence Driver's License and meet Authority insurance requirements.

**PHYSICAL DEMANDS:** While performing the duties of this job, the employee is regularly required to stand. The employee frequently is required to walk; have manual dexterity; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit and talk or hear. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 75 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:** While performing the duties of this job, the employee frequently works near moving mechanical parts, in outside weather conditions (heat, snow, winds, rain, etc.), in underground facilities and on uneven surfaces or terrain. The employee occasionally works in high places and is occasionally exposed to fumes, noxious odors, or airborne particles. The noise level in the work environment is usually moderate.

## **INSTRUCTIONS TO APPLY FOR THIS POSITION:**

Anyone interested in applying for this position should submit a current resume and a letter of interest explaining how the candidate meets the job requirements **to Human Resources Office, Central Administration Building, Room 124, Sayreville or to [mwwiater@mcua.com](mailto:mwwiater@mcua.com).**

Employees who are newly hired or accept a new position within the Authority, those who are promoted to a new job classification or have been transferred to a new assignment, and former employees who have been rehired, are classified as Conditional Employees for a period of six (6) months beginning with the first day on the new job. Employees are eligible to apply for a different position within the Authority after they have completed the 6 month period as a Conditional Employee. Any current employee who accepts and begins working in this position may not be able to return to their old position, or to any other position within the Authority, because of withdrawal or removal from, or inability to perform in this position. Qualified employees are encouraged to apply for posted positions as they occur.

The MCUA is an Equal Opportunity Employer (EEO/AA).