



## JOB ANNOUNCEMENT

**Job Title:** SUSP Utility Specialist

**Salary Range:** \$20-25 / hour DOQ

**Location:** City of Huron

**Open Date:** 01/26/2018

**Reports to:** SUSP Supervising Field Specialist

**Close Date:** Until Filled

**Work Hours:** Mon—Fri, 7:00 a.m.— 4:00 p.m. Or  
 Mon—Fri, 8:00 a.m.—5:00 p.m.  
 Rotating On Call

**DESCRIPTION:**

The SUSP Utility Specialist will work on-site at City of Huron at specific facilities as assigned by SUSP management. This position will work under the direct responsible charge of the SUSP Supervising Field Specialist.

<p><b>Essential Duties Include, but are not limited to:</b></p> <ul style="list-style-type: none"> <li>◆ Provide support to the Supervising Operator</li> <li>◆ Maintain logs of daily activities</li> <li>◆ Perform field duties related to the installation, repair and maintenance of water/wastewater systems</li> <li>◆ Provide janitorial services as directed</li> <li>◆ Provide landscaping maintenance as required</li> <li>◆ Assist in road maintenance and repair</li> <li>◆ Repair basic equipment such as chemical feed pumps, water pumps, etc.</li> <li>◆ Repair water leaks on mainline and service lines</li> <li>◆ Assist with flushing of sanitary system and clearing of blocked sewer lines</li> <li>◆ Perform routine maintenance on equipment and vehicles</li> <li>◆ Read water meters</li> <li>◆ Perform routine weekend checks of facilities</li> <li>◆ Recognize and follow safe working conditions in all job duties performed</li> <li>◆ Perform other duties or special projects as directed by Supervisor</li> <li>◆ Occasional travel may be required</li> <li>◆ Performs skilled and semi-skilled tasks in the operation and maintenance of the wastewater treatment plant</li> </ul>	<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>◆ Possession and maintenance of a Wastewater Treatment Plant Operator certificate issued by the State Water Resources Control Board</li> <li>◆ Water Treatment Operator and Water Distribution Operator certification issued by the State Water Resources Control Board highly desired</li> <li>◆ High school Diploma or GED</li> <li>◆ Possession of a valid California Driver License (Class C), with a clean driving record</li> <li>◆ Knowledge of basic equipment and vehicle maintenance</li> <li>◆ Above average computer skills (working knowledge of MS Office Suite: Word, Excel, PowerPoint, Outlook, Access, etc.), and GPS</li> <li>◆ Good written and verbal communication skills</li> <li>◆ Positive attitude</li> <li>◆ Ability to be a good team player</li> <li>◆ Independent worker</li> <li>◆ Bi-lingual is a plus</li> <li>◆ Ability to operate heavy equipment is a plus</li> </ul>
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**HOW TO APPLY:**

Job Applications and complete Job Descriptions can be picked up at :

City of Huron’s Main Office  
 36311 S. Lassen  
 Huron, CA 93224.

Completed applications can also be dropped off at City of Huron’s Main Office at the above address. *No phone calls please!*

**Please note:** Background checks will be performed on all candidates being considered for employment.

*Specialized Utility Services Program, Inc. (SUSP) is an equal opportunity employer in the State of California. Women, minorities, veterans, and people with disabilities are strongly encouraged to apply.*