



## **Job Posting:**

### **Sewer Operator and Building Maintenance Technician**

**Job Title:** Sewer operator and building maintenance technician

**Department:** Sewer, Building Maintenance

**Employment Status:** Part-time

**Employee Reports to:** Town Administrator

**Schedule:** 20 hours per week, see below for hours per responsibility

#### **Responsibilities:**

Sewer Operator, 0-5 hours/week: Perform all tasks required to operate and maintain Town of Alta sewer system including but not limited to:

- Maintain a *Utah Division of Water Quality Wastewater Collection System Operator - Grade II* certification
- Complete an annual municipal wastewater planning report
- Work with Cottonwood Improvement District to conduct annual video inspection of sewer line
- Inspect sewer system manholes, vents, and other external sewer system features for safety and integrity

Building Maintenance Technician, 10-20 hours/week: Perform routine building maintenance tasks on the Town Office, Alta Central, Alta Community Center, and Town of Alta Park. Schedule and conduct special projects in conjunction with the lead building maintenance technician. Conduct snow removal activities at Town facilities during the winter season.

- Building maintenance related tasks and projects including but not limited to painting, light carpentry, IT systems support, etc. at Town of Alta facilities including Town Office, Alta Central, Alta Community Center, and parking areas
- Garbage and recycling collection
- Annual Christmas tree disposal from central drop off location in town
- Maintain seasonal facilities including Town of Alta Park, summer trail signs, etc.
- Maintain and inventory contents of Town of Alta storage unit

- Travel to and from the Salt Lake Valley to purchase supplies for town buildings, access town storage unit, etc.
- Conduct snow removal activities on and around the Town of Alta office building, Alta Central, and the Town of Alta Firehouse/Community Center/Post Office Building
- Recommending engagement of contractors when projects require specialized equipment or expertise, or additional manpower
- Other tasks related to the maintenance and improvement of Town of Alta facilities as directed by the town administrator

**Physical Requirements:**

- Ability to stay standing or active during an entire shift
- Ability to lift and carry objects of at least 50 pounds
- Ability to lift, bend, stoop, crouch, push, and other strenuous activities such as walking in deep snow
- Ability to tolerate extreme mountain weather including winter storms

**Other Requirements:**

- Certification: Utah Division of Water Quality Wastewater Collection System Operator - Grade II
- Must be at least 18 years of age and eligible to work legally in the United States of America
- Valid driver's license
- Transportation capable of travelling Little Cottonwood Canyon when 4x4 or chain restrictions are in effect
- Ability to verbally communicate effectively in the English language
- Basic computer skills and familiarity with Microsoft Office applications are preferred
- Because the position involves access to secure government facilities, applicants must submit to a criminal background check.

**Compensation:**

- Sewer Operator rate: \$30-\$35/hour
- Building Maintenance hours: \$21-\$23/hour
- Non-exempt

**To Apply**

- Email a brief letter of introduction, resume, and contact information for three professional references to Chris Cawley, Assistant Town Administrator, at [ccawley@townofalta.com](mailto:ccawley@townofalta.com).
- Applications will be accepted until the position is filled.