

JOB DESCRIPTION

WATER/SEWER/MAINTENANCE

The Village of Logan operates and maintains a public water and sewer system as well as maintains the streets in the Village. It is imperative for the water/sewer/maintenance worker to be diligent and mindful of the importance of this work, as it is vital for the Village to run as efficiently as possible. This position will answer to, and be under the direct supervision and direction of the Field Superintendent. There is a 1 year probation period for this position.

WATER/SEWER

- Reading water meters monthly
- Installation of water meters and sewer connections
- Repair of water and sewer lines
- Repair of fire hydrants
- Maintenance of sewer lagoons and grinder pumps
- Be on call on weekends or after hours
- Must be certified in Water I & Wastewater I, within 1 year of hire date
- Must be certified Water II & Wastewater II
- Other duties as assigned
- Grinder Pump & Installation & Maintenance

CEMETERY

- Opening & Closing graves
- Setting up canopy, chairs, grass and lowering device
- Mowing, weed eating, etc.
- Emptying trash barrels
- Other duties as assigned

LANDFILL

- Monitor and assist customers coming in to dispose of household/C&D waste
- Drive trash truck to Tucumcari to be emptied
- Push assigned piles of debris with loader
- Other duties as assigned

STREETS

- Maintenance to streets
- Mowing along right of way
- Work with NM Department of Transportation on projects
- Put up street signs
- Repairs to street signs

- Other duties as assigned

MOWING

- All Village of Logan property to include: Logan Fitzner Park, Village Offices, Well Sites, Cemetery, Fire Sub-station and other project locations as needed

BUILDING MAINTENANCE

- Doing maintenance to all Village of Logan buildings as needed
- Other duties as assigned

JANITORIAL

- Setting up Civic Center for meetings including cleaning and mopping
- Waxing, stripping and buffing floors
- Other duties as assigned

VEHICLE/EQUIPMENT MAINTENANCE

- Repairs and maintenance to all Village owned vehicles
- Operating equipment including backhoe, loader, grader, dump truck, etc.
- Other duties as assigned

MISCELLANEOUS

- Assist Logan Police Department, EMS, Logan Fire Department, Logan Senior Citizens, Logan Family Practice
- Other duties as assigned

Applicant must have a valid New Mexico drivers' license. Commercial Drivers License is preferred.

**VILLAGE OF LOGAN
WATER/SEWER/MAINTENANCE
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The Village of Logan will be accepting applications Friday May 14, 2010 for a full time Water/Sewer Maintenance person until June 2nd, 2010. Duties include water/sewer installations, repairs and maintenance and assisting with other departments including cemetery, park maintenance, landfill, streets, building maintenance, janitorial, vehicle/equipment maintenance and other miscellaneous duties. Salary based on experience. A resume must be submitted with application. Applications, job description and further details available at the Village Office, P.O. Box 7, Logan, NM 88426 or call Larry Wallin at 575-487-2234.