

# South Ellis County Water Supply Corporation

Serving South Ellis County and Part of Navarro County  
For Your Rural Water Needs...

PO Box 348, 109 West Main Street  
Italy, TX 76651  
(972) 483-6885

## BOARD OF DIRECTORS

Myron Major, President; David Seay, Vice-President;

Michael Cheatham, Secretary/Treasurer; Directors, Russ Lewis; Mark McClain

March 7, 2018

## HELP WANTED

**Position Title:** Field Employee

**NATURE OF JOB:** Responsible for the general operation and maintenance of the water corporation and its equipment

### **ESSENTIAL FUNTIONS:**

1. Make sure that wells are checked every morning and chlorine levels and gallons are accurately recorded.
2. Repair water leaks when they occur.
3. Keep all pumping stations painted, cleaned, and mowed.
4. Replace water meters when necessary.
5. Set water meters for new customers.
6. Locate water lines for any utility company.
7. Perform other duties assigned by the Field Supervisor.
8. Be willing to study and work towards a "D" license as soon as possible.
9. Be willing to study and work toward a "C" license within two years.

### **KNOWLEDGE AND SKILLS REQUIRED:**

1. Must have a high school diploma or GED
2. Be able to work with minimal supervision and resolve problems within the system as they occur
3. Be able to work will with others and be polite to customers
4. Be on-call and able to receive work-related phone calls at home

**WORKING CONDITIONS:** Applicant must be able to work in a noisy environment with extreme temperatures, both hot and cold, and be willing to get wet and muddy when necessary. Lifting up to 75 lbs. is also required. There is no back up to this position; therefore, excellent attendance and punctuality is a must.

**Licenses and/or certifications required:** Applicant must work toward a state-defined certification and maintain the certificate thereafter.

**HOURS:** 40 hours a week and on-call when necessary

**If interested, please call SECWC at 972-483-6885 and/or pick up and application at 109 W. Main ST., Italy, TX 76651.**