

**UTILITY SERVICE AFFILIATES - PERTH AMBOY, INC.**  
**- JOB OPENING -**

**Job Title:** Utility Service Representative III (USA-PA)

**Department:** DISTRIBUTION – MAINTENANCE

**Job Summary:**

Utility Service Representative III will learn and become familiar with the maintenance/repair aspects of the water distribution system under the direction of the Director or the Distribution Foreman. This position works on the sewer collection system as assigned.

**Work Performed:**

- Perform all of the maintenance and repair functions on the water distribution system including, but not limited to, hand excavation, jack hammering, backfilling, paving, concrete repairs, pipe cutting and fitting; copper cutting, flaring and fitting; valve repair, hydrant repair, valve box and curb box repair; snow shoveling and plowing under the supervision of the jobsite Foreman.
- Learn to install or replace meters and remote read systems; troubleshoot and repair remote read systems and wiring; locate, access, clean and operate curb boxes as necessary in conjunction with meter installations, shut offs and other service related work; checks for illegal and/or cross connections and evidence of meter tampering; performs shut offs, meter reading and other related service work as assigned.
- Safely operates all tools and equipment and promptly reports all needed repairs.
- Maintain company assigned vehicles in a clean and safe condition at all times. Maintain inventory of parts on crew trucks as directed by Foreman.
- Learn the limits of the water distribution system and become familiar with reading and understanding the water distribution system maps.
- Learn mark out procedures and complete them as assigned by the Director or the Foreman.
- Communicate with other employees, customers and the general public in a responsible and courteous manner.
- Required to be on-call as scheduled by the Foreman, to work flexible hours when doing shut-offs and to participate in the flushing program.
- Perform work on the sewer collection system as needed and as assigned.
- Other tasks as assigned by the Director and/or the Distribution Foreman.

## **Qualifications:**

- High school diploma or equivalent, required.
- Ability to work unsupervised and maintain productivity and safety.
- Valid driver's license, required.
- Valid Class A Commercial Driver's License (CDL) or the ability to obtain one within six months after employment.
- Availability to work overtime on an emergency and/or call-in basis.
- Willingness to work outdoors on a year-round basis.
- Excellent attendance record.
- Ability to speak, read, write, and understand English, required.
- Ability to speak and understand Spanish, desirable.

## **Physical Requirements:**

- Ability to hand-dig, lift 100 pounds and perform strenuous labor.
- Ability to climb into and out of trenches.
- Able to work in inclement weather.

**You can submit your resume by: e-mail to [HRG@middlesexwater.com](mailto:HRG@middlesexwater.com) by fax to 732-638-7667 or by mail to HR Generalist, Middlesex Water Company, 485 Route One South, Building C 4<sup>th</sup> floor, Iselin, NJ 08830.**

**Candidates must possess authorization to work in the United States.**

**Middlesex Water Company and its' subsidiaries are an Equal Opportunity Employer.**

**Candidates must be able to pass a drug screen, pre-employment physical, background check, and have a valid driver's license.**

**No phone calls please. We thank all applicants in advance for their interest; however, only those applicants who are being considered for the position, or are currently employed by Middlesex Water Company will be contacted.**