



WATER AND SEWER DIVISIONS DEPARTMENT OF PUBLIC UTILITIES

Town of Wallingford
377 South Cherry Street
Wallingford, Connecticut 06492
Telephone: (203) 949-2670

Water and Sewer Divisions 2024 Summer Help – General

Posted March 21, 2024

General Duties:

The Water Division and the Sewer Division each have openings for 2024 Summer Help. The Water Division has 2 Summer Help positions available, and the Sewer Division can support 1 Summer Help position, focusing on support in the Water and Sewer Divisions state-certified laboratory.

Duties with the Water Division may include grounds maintenance at various water facilities including watershed lands; building maintenance, such as painting and cleaning; and supporting the Treatment Plant, Distribution Crew and/or the Watershed Crew; and other assigned duties.

General duties with the Sewer Division include building maintenance; light plant maintenance; grounds maintenance at sewer pump stations and at the wastewater treatment plant, and clearing sewer rights-of-way of brush and debris; as well as other assigned duties assisting operations and/or laboratory staff.

Additional Duties:

None.

Supervision Received:

Works under the direction of the Water Division Superintendent, the Sewer Division Superintendent, or other supervisors as assigned.

Supervision Exercised:

None.

Knowledge, Skills and Abilities:

Aptitude to understand and follow oral and written instructions. Some knowledge of the use and care of basic tools and equipment, and the ability to operate simplified mechanical equipment. Good ability to establish and maintain effective working relationships with fellow employees, municipal officials and the general public.

Required Experience and Training:

Applicants shall be eighteen (18) years of age or older as of May 15, 2024.

Special Requirements:

Water and Sewer Divisions Summer Help positions will begin on June 3, 2024 (or June 10, 2024) with an end date of August 12, 2024 (or August 9, 2024) with the start and end dates negotiable, though the work period shall not exceed 10 weeks. The work hours are Monday to Friday 7:00 a.m. to 3:30 p.m. (maximum 40 hours per week).

Summer Help will be assigned to work at the Pistapaug Water Treatment Plant (1675 Whirlwind Hill Road, Wallingford), the Water Division (377 South Cherry Street, Wallingford), or at the Sewer Division (155 John Street, Wallingford). The wage will be \$17.50 - \$19.25 per hour depending on experience, training and qualifications.

Applicants should submit a Town of Wallingford Employment Application (latest edition) by mail to Sandy Coker, Executive Secretary, Water and Sewer Divisions, 377 South Cherry Street, Wallingford, Connecticut 06492, or by email to sandy.coker@wallingfordct.gov or by facsimile to 203-294-2678. Applications should be submitted by the close of business on Thursday May 9, 2024. Applicants should indicate their work interest(s), and their first and second choice for work location on the application.

Applications will be reviewed beginning Thursday April 18, 2024 on a rolling basis until the position(s) are filled. The selected candidate(s) will be expected to pass a background check, along with a drug and alcohol screen prior to beginning employment for the Town of Wallingford.

A Town of Wallingford *Employment Application* can be downloaded via the Town's website at www.wallingfordct.gov under the Human Resources Department webpage.

Revised January 26, 2024