

If you are interested in the following position, please submit your resume and one page cover letter to the following address no later than March 15, 2010.

Manville Search Committee
P. O. Box 248
Coupland, Texas 78615

Repairman

Company: Manville Water Supply Corporation
Status: Hourly, full time employee

Location: Coupland, Texas
Job Category: Water System
Maintenance and Supply

Relevant Work Experience: 2 to 5 Yrs
Education Level: High School

Career Level: Experienced/non-management
Salary/Wage: \$10.17 hour

Other Requirements:

- Ability to obtain a valid TCEQ Ground Water Treatment Operator License Class D
- Valid Texas commercial driver's license with a clear driving record
- Experience working in the water supply and distribution field or relevant experience
- Ability to operate heavy equipment such as backhoe

Job Description: This is a full-time position in which the person has responsibility for assisting in the repair and maintenance of the existing water system in the Manville Service area.

Responsibilities will include:

- Adhering to safety standards in accordance with corporate procedures
- Assisting with the setting of new meters as directed by work order, office personnel or Crew Leader
- Assisting with daily work orders, completing repairs and maintenance in a timely manner and providing daily status reports to office personnel and Crew Leader
- Locking and unlocking meters as directed by Crew Leader and office personnel
- Assisting with conducting timely water line locates and marking with 99% accuracy
- Preparing invoice data and reports for water line breaks by outside contractors
- Verifying meter readings as directed by office personnel
- Replacing meters as necessary for maintenance and repair
- Assisting with repairing water leaks or coordinating with outside contractor as necessary
- Assisting with flushing water lines
- Assisting with tracking supply inventory on a daily basis
- Identifying and reporting potential problems to Crew Leader
- Assisting with the installation of road crossings and setting of new meters as directed by Crew Leader
- Scheduling regular vehicle and equipment maintenance to ensure operating efficiency