

Village of Russia
PO Box 305
Russia, Ohio 45363

Maintenance:

- The Village of Russia (Ohio) currently has a full-time position available for Water/Wastewater and Maintenance. The Village offers excellent benefits for its full-time positions.

Position Summary:

- Assists the Village Administrator with the overall operation of the Village in accordance with current federal, state, and local standards, while in compliance with all applicable facility and infrastructure policies and procedures.
- Responsible for a variety of duties in and around the Village, including but not limited to, repairs to equipment, painting, cleaning, lubricating, storing maintenance tools and equipment. Basic lawn care, landscaping, trimming, basic road repair, traffic control, concrete work, and inspections and scheduled maintenance and/or cleaning of mechanical devices such as pumps, engines, motors, etc. Position will also include operating various light to medium duty equipment, and the use of bench/hand tools. Installation of seasonal decoration, parks, and equipment within the Village.
- The position will also require the applicant to be involved with water/wastewater operations and installation of water meters, maintenance of lift stations and lagoons, as well as water treatment plant operations.
- Person must be willing to obtain a class 1 Ohio EPA water license.
- Person must be willing to obtain a class 1 Ohio EPA wastewater license.
- Must have a valid drivers license, good driving record, and be able to be insurable in accordance with the Villages insurance policy.
- Experience with plumbing, electrical, HVAC, carpentry, painting is preferred.
- Experience with using light to medium equipment and various hand tools.
- Must be organized and take proper care of Village equipment and tools.
- Must be courteous and professional and always representing the Village.
- Must be able to work in a self-directed capacity as well as with other Village staff in a professional manner.
- Must have high school diploma or GED.
- Must have basic computer skills to record, document, and maintain records.
- Must be available and willing to work weekends or unscheduled hours due to weather-related events, emergencies, or special projects.
- Person will be responsible to all safety regulations.

Qualifications:

- Job Type—Full time
- Need to be able to pass a background check.

Benefits:

- OPERS retirement
- Health Insurance
- Life Insurance
- Paid time off
- 8-hour work day
- Monday thru Friday

Applications can be found on our Village website, in person at our Village office by appointment, or by emailing the Village Administrator at Administrator@russiaoh.com. Applications are available until the position is filled.