

Water Treatment Plant / Line Maintenance Worker/Laborer

Public Works

Town of Wellston



Job Title: Water Treatment Plant / Line Maintenance Worker/Laborer

Location: Wellston, Oklahoma

Employment Type: Full-Time

Department: Public Works / Utilities

Salary Range: Starting at \$16.00

Application Deadline: December 1, 2025 at 4:00pm

Application available at www.wellstonok.gov or 211 Cedar Wellston, OK

Summary of Position:

- A Public Works Laborer is responsible for the operation of a variety of construction and maintenance equipment and for performing manual labor activities as needed and/or required by the Public Works Department. The most common type of work performed in this position class also work on roads, park maintenance, sign crews, sewage crews, and in other related areas. The position requires operation of vehicles, such as pick-up trucks, backhoe, street sweeper, dump trucks, salt spreaders, snowplows, etc. as required. The operation of power tools and equipment, such as mowers, chain saws, air compressor, etc. when required is also necessary. The applicant will mow grass, prune trees and hedges, and plant flowers and trees as required. There is a requirement to clean borough offices, garage areas and park facilities, as well as clean up litter and empty trash cans. Maintenance of sanitary and storm sewers and making repairs and/or conducting routine maintenance procedures is required. Sweeping and cleanup of debris and materials from the roads will be required as well as snow and ice removal, including manual shoveling of snow.
- The Water Treatment Plant / Line Maintenance plays a vital role in ensuring safe, reliable drinking water and maintaining the integrity of the community's water distribution system. This position involves operating treatment plant equipment, performing routine system inspections, and conducting maintenance and repair of water lines, valves, hydrants, and related infrastructure.

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Principle Responsibilities:

- Assists in the cleaning and unclogging of storm sewer lines, manholes and catch basins; assists other personnel in such tasks as laying storm sewer lines and building manholes and catch basins; assists other employees in miscellaneous concrete work.
- Performs various street maintenance duties such as cleaning gutters, spreading salt and shoveling snow; picks up fallen tree limbs and branches; assists in the installing and cleaning of culverts.
- Monitor, operate, and adjust plant equipment and control systems.
- Collect and analyze water samples; record operational data.
- Perform daily inspections to ensure compliance with regulatory standards.
- Assist with chemical handling, feed systems, and routine plant housekeeping.
- Install, repair, and maintain water mains, service lines, valves, meters, and hydrants.
- Locate underground utilities and respond to service calls, leaks, and line breaks.
- Perform flushing, pressure testing, and routine system maintenance.
- Operate construction and maintenance equipment such as backhoes and compactors.
- Loads and unloads heavy materials from trucks; moves or aids in moving heavy boxes or equipment; operates aggregate spreader box in asphaltic-concrete paving work.
- Engages in a variety of grounds maintenance work such as cultivating, pruning, spraying and trimming, cuts grass and weeds with hand tools and power mowers.
- Performs routine maintenance work such as filling equipment with gas, checking oil, sharpening mower blades and other related work.
- Assists in the maintenance and repair of buildings and equipment; inspects equipment for safety and makes repairs as needed.
- Performs routine maintenance on new and existing traffic control devices such as installing, repairing and replacing traffic signs and signposts.
- Operates hand striping machine to install crosswalks and parking stall lines; uses hand paint guns to paint curbs and lines; sets cones on ground to protect work areas; installs plastic pavement markings.
- Is on call and assures there is always coverage in case of emergencies
- Other duties as assigned

Education and/or Experience:

- High school diploma or GED required
- Previous experience in water treatment, utilities maintenance, plumbing, or related field preferred
- Valid Driver's license

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- Self-motivated
- Communication and interpersonal skills
- Organizational and multi-tasking abilities

Essential Physical Functions:

- There is frequent need to sit, stand, stoop, walk, and perform other similar actions during the workday.
- The work requires enough mobility to work in an office and field setting.
- Position requires continuous moderate or occasional heavy physical activity.
- Work involves exposure to hazardous substances, potentially dangerous situations, and unpleasant work conditions such as adverse weather conditions.
- The worker may operate both office and physical equipment used in the field and occasionally will transport materials and supplies weighing up to 50-75 pounds.
- Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.
- Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.
- Availability for on-call rotation, overtime, and emergency response.
- Working knowledge of hand and power tools, equipment operation, and safety procedures.
- Ability to obtain required state water operator certifications within 12 months of hire.
- Strong problem-solving and troubleshooting abilities.
- Mechanical aptitude and willingness to learn.
- Attention to detail with accurate recordkeeping.
- Ability to work both independently and within a team.
- Commitment to safety and compliance with regulations.

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