

Water Works Assistant

Date posted: September 28, 2026

Pay: \$18.00 - \$22.00 per hour

Job description:

Job Summary

We are seeking a career oriented Assistant to learn the requirements of a Water Works Operator, with the intention of certification as a WT2 and DSL Operator.

The ideal candidate will possess strong mechanical knowledge and the ability to analyze situations effectively. This role involves maintaining equipment, performing heavy lifting, and assisting with water treatment processes. The Assistant will play a vital role in ensuring smooth operations within our facility.

Typical shift hours , 7:00 AM - 3:30 PM

Responsibilities

- Assist in the maintenance and operation of equipment related to water treatment processes.
- Perform heavy lifting as required to move materials and equipment safely.
- Utilize basic math skills to analyze data and maintain accurate records.
- Support mechanical tasks, including building and plumbing as needed.
- Collaborate with team members to ensure efficient workflow and adherence to safety protocols.
- Conduct routine inspections of equipment to identify any necessary repairs or adjustments.
- Assist in the preparation of reports related to operational performance and compliance standards.

Qualifications

- Basic math skills are essential for data analysis and record maintenance.
- Must have the ability to operate a computer. The preferred candidate will have a familiarity with word processing, spreadsheet and database applications.

- Mechanical knowledge is preferred, with experience in building or plumbing considered a plus.
- Ability to perform heavy lifting, 50 to 80 lbs frequently and 100 lbs occasionally, ensuring safety during all physical tasks.
- Previous experience in water treatment is beneficial but not mandatory.
- Analytical skills with attention to detail for effective problem-solving.
- Excellent communication skills and the ability to work collaboratively within the work team. English is the language used in the workplace.
- Must have and maintain a valid Indiana Driver's License with non-high risk insurance.
- E-verify authorization is required, and a background check will be conducted.

Job Type: Full-time

Benefits:

- Health insurance
- Life insurance
- Paid time off

Ability to Commute:

- Battle Ground, IN 47920 (Required)

Ability to Relocate:

- Battle Ground, IN 47920: Relocate before starting work (Required)

Work Location: In person

Email brief resume to treasurer@battleground.in.gov