

Borough of Troy

Job Description

Position: Laborer-Supervised by the Water and Sewer Manager **FLSA:** Non-exempt

Salary Range: Based on skill and experience

Requirements: Individual should have a basic understanding of water and sewer systems, including hydrants, valves, water meters, and manholes. Use and knowledge of hand tools, be mechanically inclined, be able to work with his/her hands with various hand tools and lawn equipment, have good communication skills, and be able to interact with the Borough's customers and personnel. Individual must possess a valid Pa driver's license. Willing to work overtime when emergency situations arise, or when required to perform routine work on the Borough's systems that could create an inconvenience for the Borough's customers during normal business hours.

Duties and Responsibilities:

1. Be available in the Emergency On-Call Rotation for unstaffed emergencies (evenings, weekends, and holidays)
2. Be available for bad weather treatment tasks.
3. Be able to assist the Certified Sewer/Water Operator with general maintenance and day to day operations of the Sewer and Water Systems, which include maintenance and repair of the Sewer Collections and Treatment Systems and the Water Distribution System, cleaning treatment tanks and checking water storage tanks and pump stations on a daily basis if required.
4. Maintain all Borough owned sites. This includes but not limited to; cutting grass, edging, ice treatment, shoveling and plowing snow.
5. Be accessible during off hours for emergencies such as manhole plugs, water breaks or repairs.
6. Be available for scheduled repairs and/or connections.
7. Be able to assist in the maintenance of vehicles and equipment.
8. Maintain and organize the Borough's maintenance shop.
9. Responsible for any duties assigned by the Borough's Manager.
10. Ability to operate/load plow/cinder trucks.
11. Other duties as assigned.

Job Specifications:

Education: High School diploma. The Borough will provide on job training and additional classes as available.

Knowledge:

Once hired to obtain:

Knowledge of the Borough's distribution system and valves

Knowledge of the Borough's sewer collections system and Standard Operating Procedures

Thorough knowledge of the Rules and Regulations of the Borough

Thorough knowledge of the Borough's policies and procedures

Interested applicants please submit resume with work history, skills and abilities for this position to admin@troyborough.com to include name, address, and contact information. Deadline for submission is November 30, 2025. Interviews will follow and a start date will be as soon as practical.