



CITY OF *Sumter*
SOUTH CAROLINA

VACANT POSITION
Crew Foreman/Taps Repair
Water and Sewer Department

Job Purpose: To work with a crew of employees performing manual labor involving the installation and repair of water and sewer lines, the installation and repair of fire hydrants, and the installation water and sewer taps.

- Receives, prepares, reviews and forwards work orders to document equipment, labor and material used in completion of assigned work.
- Monitors all work completed by crew to ensure work is done safely and correctly.
- Assists other crews and departments as needed to fulfill the needs of the City.
- Performs operator maintenance on all assigned vehicles and equipment.
- Keeps an inventory of tools and supplies.
- On-call to fill-in as needed and required to be available during inclement weather or any other emergency.
- Performs exceptional service to internal and external customers.

Required Knowledge, Skills, and Abilities: Ability to operate heavy equipment and supplies to include backhoe, mini excavator, dump truck, pickup truck, shovel, and other equipment as needed. It is desirable that candidate obtain CDL License within one (1) year of hire. Ability to work with the public.

Minimum Qualifications: High School Diploma and at least two – three years related work experience in water and sewer work; or any equivalent combination of training and experience. Must possess a valid SC driver's license.

Deadline to Apply: **Open until filled**
Apply online at www.sumtersc.gov or
mail resume with cover letter along with application to:
City of Sumter Human Resources
21 N. Main Street
Sumter, SC 29150

The City of Sumter is an Equal Opportunity Employer and participates in E-Verify. E-Verify allows participating employers to verify the employment eligibility of their newly hired employees and the validity of their Social Security Numbers. E-Verify is operated by the Department of Homeland Security in partnership with the Social Security Administration. This Notice is not intended to be an all-inclusive list of duties, knowledge, skills and abilities required to do the job. This is intended only to describe the general nature of the job. A more comprehensive list of duties, responsibilities and essential job functions is available in the job description.