



Job Posting

City of Mishawaka
600 East Third St
Mishawaka, IN
46544

POSITION: Quality Control Assistant
DEPARTMENT: MU Water Division
SALARY: \$39,479.00
HOURS: Full Time

DATE POSTED: January 6, 2014
DATE CLOSED: January 10, 2014

DEFINITION: Responsible for collecting water samples in the water distribution system and at the water treatment plants. This person reports to the Water Quality Supervisor.

ESSENTIAL FUNCTIONS:

1. Collect water samples and perform lab tests
2. Input lab test data into the water quality data base
3. Assist with preparation of mandatory compliance reports to IDEM and the USEPA
4. Will be assigned to the after-hours on-call duty rotation

QUALIFICATIONS:

1. Possess a High School diploma or GED
2. Possess a valid Indiana driver's license
3. Be proficient at data entry using Excel
4. Possess applicable knowledge of Federal and State Regulations for public water facility.

PHYSICAL REQUIREMENTS:

1. Must be able to lift up to 30 pounds, climb stairs and ladders

APPLICATION:

Resumes/applications may be submitted via email, fax, regular mail, or in person to:

Mail: Human Resources
City of Mishawaka
600 East Third Street
Mishawaka, Indiana 46544

Fax: (574) 254-0197

Email: bbonham@mishawaka.in.gov

Please be sure to indicate the position you are applying for in your cover letter and resume.