



38 East Monument Avenue
Dayton, Ohio 45402
(937) 223-1271
(937) 226-1592 Fax

EMPLOYMENT NOTICE

January 11, 2012

POSITION

Assistant Caretaker

RESPONSIBILITIES

Furthers the Miami Conservancy District's (MCD) mission of protecting lives, property and economic vitality within the Great Miami River Watershed through an integrated and balanced system that provides unfailing flood protection, preserves water resources, and promotes enjoyment of our waterways.

Works in a team-based environment with caretakers and field staff, hydrology staff, engineering and administrative staff. Completes operations, maintenance and inspection projects. Sample duties may include:

- Mowing, trimming vegetation, hedges and trees; removing vegetation; applying herbicides; and removing trash and debris.
- Reading river gages, precipitation gages, groundwater wells, and other instrumentation as required; transmitting data to appropriate staff members for analysis.
- Inspecting, on a regular basis, the grounds and facilities assigned, correcting any problems and reporting any changes, construction, or other potential violations of MCD policy to the appropriate staff.
- Constructing, maintaining and operating dams, levees, trails, facilities and equipment used for flood protection, water resource monitoring and river corridor recreation.
- Uses equipment and tools for sweeping and maintaining bikeways, walkways, stairways and other levee or dam related fixtures.
- Responding to high water situations using procedures outlined in the Emergency Action Plan.
- Purchases necessary tools and supplies to complete assigned work and follows MCD purchasing guidelines.
- May direct and supervise seasonal workers engaged in ground maintenance activities; including necessary safety equipment usage and procedures.
- Position location is centrally located in Dayton, OH with potential assignment in various cities north and south of Dayton along the Great Miami River.

QUALIFICATION REQUIREMENTS

The qualified candidate will have a minimum of a high school diploma or GED, two or more years of related experience, a Class A or B Commercial Drivers License with clean driving record and an Ohio Pesticide Applicators License (or be willing to obtain Pesticide License within 6 months). The ability to use a wide variety of power tools and motorized equipment including chain saws, mowers, tractors and hand tools. Heavy equipment operator experience a plus. He/she will also have the ability to effectively present information in one-on-one and small group situations to citizens and other employees of the MCD.

Individuals interested in this position should submit a resume and cover letter to:

Lisa Wray, Human Resource Administrator
Miami Conservancy District
38 East Monument Avenue
Dayton, OH 45402
lwray@miamiconservancy.org
Fax (937) 226-1592

By Monday, February 13, 2012

www.miamiconservancy.org

The Miami Conservancy District is an Equal Opportunity Employer