

# CIVIL SERVICE COMMISSION

*of the City of Meridian*

City Hall • 601 23<sup>rd</sup> Avenue  
P. O. Box 1430  
Meridian, Mississippi 39302-1430  
(601) 485-1931

## AN EQUAL OPPORTUNITY EMPLOYER M/F NOTICE OF CIVIL SERVICE EXAMINATION CITY OF MERIDIAN, MISSISSIPPI

### UTILITY WORKER, PW (4013)

**\$18,720 beginning annual salary, payable bi-weekly, to a maximum of \$30,294.50**

**OPENING DATE: Nov. 9, 2022**

**CLOSING DATE:** Applications will be accepted until **12:00 Noon on Nov. 9, 2023**

Pursuant to Article 5, Section 5.04, of the Civil Service Code of Rules and Regulations (attached), the Commission may reject, or cause to be rejected the application of any person for admission to a test, or may, after examination, decline to certify, or may remove from an eligible list, an applicant who is deemed disqualified.

**ESSENTIAL FUNCTIONS:** Maintains water and sewer meters; turns water meters on an off as required; raises and lowers meter boxes; repairs existing and/or replaces lids and meters as necessary; removes dirt, water, insects, amphibians and debris from boxes; uses pad locks and meter locks to secure meters when needed. Operates various equipment, tools and vehicles used in the installation and/or repair of sewer and water lines such as city truck, fork lift, back hoe, cement mixer, smoke machine, hydraulic hammer, tapping machine, dirt packer and other machinery as needed; follows all safety guidelines and regulations to ensure safe and efficient operation of machinery. Prepares for sewer and water tapping. Performs road and street maintenance such as asphalt paving, repairing holes in streets and roadways, installing and/or repairing manholes and caskets, and installing and/or repairing fire hydrants. Performs other related duties as required.

**MINIMUM QUALIFICATIONS:** High school diploma or GED; supplemented by 5 months previous experience and/or training involving general utility and/or maintenance work; water and sewer line installation and maintenance; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess a valid driver's license at time of application.

**EXAMINATION:** The examination shall consist of 30% minimum qualifications and 70% oral interview. Applicants deemed to have met the minimum qualifications will be notified by the Civil Service Administrator when to pick up their written notification for the oral interviews. Eligibility shall be for a period of up to one (1) year from the date of certification. **No test will be rescheduled regardless of circumstances, EXCEPT those conducted at Meridian Community College. Persons should not apply unless they clearly meet the qualifications set forth in this announcement.** False statements are grounds for rejection or discharge from employment. All position classifications will require criminal background report and work

history. Failure to complete the background investigation phase shall constitute a failure in the examination. Certification of Eligibility for this position is contingent upon verification of information submitted on Civil Service Application. The Civil Service Examining Board reserves the right to curve the test and results may be curved in accordance with the guidelines provided by the test provider and based upon the needs of the department. As a prerequisite for employment with the City of Meridian, all job applicants offered employment must submit to a drug and alcohol test. Any job applicant who tests positive for drugs or alcohol will not be considered for employment.

**EQUAL EMPLOYMENT OPPORTUNITY:** The City of Meridian does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services. **THE AMERICANS WITH DISABILITIES ACT PROHIBITS EMPLOYMENT DISCRIMINATION AGAINST THE DISABLED.** However, as a legitimate business necessity applicants must be capable of performing all essential functions of this position, which are considered as bona fide occupational qualifications. Indicate special needs.

For Civil Service Application and further information contact:

Civil Service Commission, First Floor, City Hall, Meridian, Mississippi, or telephone 601-485-1931.

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