O/M SUPERVISOR - DRINKING WATER

Summary

Plan and coordinate operations, activities and maintenance of a drinking water collection, treatment and/or distribution system. Ensure compliance with State and Federal environmental regulations relating to public health and welfare.

Minimum Education and Experience

Associate's degree or a two (2) year Technical Certification in Water Technology, Engineering or a related field or two (2) years of training in water distribution system maintenance, plus five (5) years of water operations and maintenance experience including one (1) year supervisory or technical lead experience in an administrative capacity.

Experience such as described in the job description may substitute for education on a year for year basis.

Position Requirements

- Possess a New Mexico Water Level IV Certificate
- Possess a Valid New Mexico Driver's License or a Valid Driver's License from another State converted to New Mexico within 1 month
- Driving Record consistent with being issued an Authority Operator Permit by Risk Management

Salary Range

$22.25 – $26.58 Hourly
WATER RESOURCES SCIENTIST

Department: Water Resources Planning
Posted on: October 1, 2019
Closing on: October 7, 2019
Location: Civic Plaza

Summary
Participate in the design or implementation of programs and strategies related to water resources. Coordinate or perform related activities.

Minimum Education and Experience
Bachelor's degree in Geology, Earth and Planetary Sciences, Water Resources, Engineering, Environmental Sciences or related field plus three years of related experience.

Position Requirements
- Possess a Valid New Mexico Driver's License or a Valid Driver's License from another State converted to New Mexico within 1 month
- Driving Record consistent with being issued an Authority Operator Permit by Risk Management

Salary Range
$23.15 – $27.65 Hourly
ASSISTANT O/M SUPERINTENDENT DW-PLANT

Summary
Assist the superintendent in the operations and maintenance activities of drinking and reuse water production, treatment, pumping, storage and transmission systems. Ensure efficiency, cost effectiveness and uninterrupted plant services. Manage and supervise the activities and staff of water system control center when based at the Surface Water Treatment Plant.

Minimum Education and Experience
Bachelor's degree from an accredited college or university with major course work in Environmental Management, Safety/Health Management or a related field, plus four (4) years of experience in water management operations and maintenance to include two (2) years of supervisory experience in a management and/or an administrative capacity.

Experience such as described in the job description may substitute for education on a year for year basis.

Position Requirements
- Possess a New Mexico Water Level IV Certificate
- Possess a Valid New Mexico Driver’s License or a Valid Driver’s License from another State converted to New Mexico within 1 month
- Driving Record consistent with being issued an Authority Operator Permit by Risk Management
- Annual Audiogram is required if assigned to Plant Groundwater

Salary Range
$25.54 – $30.53 Hourly
CONSTRUCTION INSPECTION SUPERVISOR

Department: Central Engineering
Posted on: September 27, 2019
Closing on: October 14, 2019
Location: Civic Plaza

Summary
Supervise, assign, plan and evaluate staff engaged in construction inspection activities and operations including contract, specification and ordinance enforcement.

Minimum Education and Experience
Associate's degree from an accredited college or university in Construction or Building Trades, Engineering or a related field, plus five (5) years experience in engineering and/or building and construction, inspection, code compliance or related experience to include one (1) year of supervisory or technical lead experience in an administrative capacity.

Experience such as described in the job description may substitute for education on a year for year basis.

Position Requirements
- Possess a Valid New Mexico Driver's License or a Valid Driver's License from another State converted to New Mexico within 1 month
- Driving Record consistent with being issued an Authority Operator Permit by Risk Management

Salary Range
$22.25 – $26.58 Hourly
CONSTRUCTION INSPECTOR

Department: Central Engineering  
Posted on: September 27, 2019  
Closing on: October 14, 2019  
Location: Civic Plaza

Summary
Inspect the work of contractors on a variety of construction projects, to include streets, sidewalks, curbs/gutters, driveway pads, water, wastewater, sewer and storm drainage projects; ensure compliance with plans, specifications, contracts and ordinances. Maintain records and prepare reports on projects inspected.

Minimum Education and Experience
Associate's degree in Building Construction Trades, Engineering or a related field, plus two (2) years of building and construction, code compliance and/or inspection, or related experience.

Experience such as described in the job description may substitute for education on a year for year basis.

Position Requirements
- Possess a Valid New Mexico Driver’s License or a Valid Driver's License from another State converted to New Mexico within 1 month
- Driving Record consistent with being issued an Authority Operator Permit by Risk Management

Salary Range
$19.36 – $23.13 Hourly
EXECUTIVE ASSISTANT

Department: Finance
Posted on: September 20, 2019
Closing on: October 7, 2019
Location: Civic Plaza

Summary
Perform a variety of highly responsible, confidential and complex secretarial and administrative duties. Coordinate and participate in office support functions in support of the department's goals and objectives and provide information and assistance to the public regarding Authority policies and procedures.

Minimum Education and Experience
Associate's degree in business or related field, plus five (5) years experience in office administration including one (1) year of direct supervisory or technical lead in an administrative capacity.

Experience such as described in the job description may substitute for education on a year for year basis.

Position Requirements
• Possess a Valid New Mexico Driver’s License or a Valid Driver's License from another State converted to New Mexico within 1 month
• Driving Record consistent with being issued an Authority Operator Permit by Risk Management

Salary Range
$23.15 – $27.10 Hourly