REQ-0000000185

CUSTOMER CARE ASSISTANT

Summary
Customer Care Assistants provide professional and courteous customer assistance to the public related to water and sewer services, fees and billing.

Minimum Education and Experience
High School Diploma or GED, plus two (2) years of call center, records and billing experience or related customer service experience.

The following Work Key Scores are preferred: Applied Math (3) Reading for Information (4) or Workplace Documents (4) Graphic Literacy (4) or Locating Information (4) Experience such as described in the job description may substitute for education on a year for year basis.

Position Requirements
- Must have Passed the New Mexico Department of Workforce Solutions Typing Test at 25 Words Per Minute
- 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

Preferred
- Bilingual Skills

Salary Range
$14.35 – $14.35 Hourly
REQ-0000000176

CHIEF ENGINEER

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<th>Department:</th>
<th>Posted on:</th>
<th>Closing on:</th>
<th>Location:</th>
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<tbody>
<tr>
<td>WW Plant Operations</td>
<td>November 13, 2020</td>
<td>November 30, 2020</td>
<td>2nd Street</td>
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Summary
Provide engineering oversight and direct day to day activities of an assigned section of Water Authority plant or field operations or centralized engineering group.

Minimum Education and Experience
Bachelor's degree in Engineering plus eight (8) years of Professional Engineering experience to include five (5) years supervisory experience in a management and/or administrative capacity.

Position Requirements
- Licensed as Professional Engineer
- Must Possess a New Mexico Professional Engineering License within 1 year of hire
- 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
$41.09 – $49.11 Hourly
ASSISTANT O/M SUPERINTENDENT WR

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<th>Closing on:</th>
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<tr>
<td>WW Mechanical</td>
<td>November 6, 2020</td>
<td>November 23, 2020</td>
<td>2nd Street</td>
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**Summary**
Manage and supervise the operations and/or maintenance activities of the Wastewater Treatment Plant. Ensure efficiency, cost effectiveness and uninterrupted plant services.

**Minimum Education and Experience**
Bachelor's degree from an accredited college or university with major course work in Environmental Management, Safety/Health Management, Mechanical Engineering or a related field, plus four (4) years experience in operations or maintenance of a water, wastewater or bio-solids plant to include two (2) years of supervisory experience in a management and/or 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 Wastewater Level III Certificate
- Must Possess a New Mexico Wastewater Level IV Certificate within 1 Year
- 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
- Must be able to pass respiratory clearance exam prior to hire and at least every 3 years after hire. Must be able to pass respirator FIT Test within 30 days of hire and annually thereafter.

**Salary Range**
$27.65 – $33.05 Hourly
REQ-00000000175
O/M SUPERINTENDENT DRINKING WATER

Summary
Manage drinking water operations and maintenance activities including water distribution, operation and/or maintenance of ground water treatment facilities. Ensure compliance with state and federal environmental regulations relating to public health and welfare.

Minimum Education and Experience
Bachelor's degree in Water Technology, Engineering or a related field, plus five (5) years of water, wastewater operation and maintenance experience, to include two (2) years supervisory experience.

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
- Depending on location, must be able to pass respiratory clearance exam prior to hire and at least every 3 years after hire. Also depending on location, must be able to pass respirator FIT Test within 30 days of hire and annually thereafter. Must submit to Ozone medical exam, as appropriate to the job position, prior to hire and at least every 3 years after hire.

Salary Range
$31.14 – $37.22 Hourly