REQ-0000000055
TRAINING SPECIALIST

Department: Human Resources
Posted on: August 3, 2019
Closing on: August 19, 2019
Location: 2nd Street

Summary
Develop, coordinate and implement all in-house training activities in conjunction with the training advisory committee. Conduct research, develop curricula, implement specialized training classes and evaluate current training programs. Perform a variety of professional and technical tasks in support of assigned area of responsibility.

Minimum Education and Experience
Associate’s degree from an accredited College with major course work in Organizational Training, Water/Wastewater Technology, Construction Management, Business Technology or a related field, plus five (5) years experience in any combination of the following fields, organizational training, educational teaching, water/wastewater technology or construction management.

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

Position Requirements
- Must Possess a New Mexico Water Level IV Certificate for Line Maintenance
- Must Possess a New Mexico Wastewater Level II Certificate or a New Mexico Collections System II Certificate for Wastewater Line Maintenance
- Must Possess a New Mexico Water Level IV Certificate for Assignment at Surface Water Treatment Plant
- Must Possess a New Mexico Wastewater Level IV Certificate if Assigned at Water Reclamation Plant
- Depending on location or if assigned to a safety position must submit to ozone medical exam prior to hire and at least every 3 years after 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

Salary Range
$22.25 – $26.58 Hourly
PAYROLL TECHNICIAN

Department: Finance
Posted on: August 2, 2019
Closing on: August 19, 2019
Location: Compass Bank

Summary
Performs all duties associated with maintaining the Authority’s payroll records and payroll system. Verify and process payroll and be accountable for City, State and Federal payroll compliance and reporting requirements including but not limited to IRS, PERA, State of New Mexico and Department of Labor. Verify and process payroll transactions for all Authority employees.

Minimum Education and Experience
Associate's degree in Accounting, Business or related field and three (3) years accounting/direct payroll 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

Preferred
- Experience with a Government entity and PERA affiliated employer
- Experience with KRONOS Timekeeping System
- FCP or CCP credentials

Salary Range
$20.15 – $24.06 Hourly
SCADA SYSTEMS SPECIALIST

Department: SCADA Sys Ctrl and Data Acquis
Posted on: July 19, 2019
Closing on: August 5, 2019
Location: Alexander Blvd

Summary
Perform a broad range of complex, vertically integrated systems administration duties in the implementation and maintenance of Supervisory Control And Data Acquisition (SCADA), Programmable Logic Controllers (PLCs), software and peripheral equipment.

Minimum Education and Experience
Bachelor's degree from an accredited college or university with major coursework in Engineering, Information Systems, Computer Science or a related field, plus five (5) years experience in SCADA System or Industrial Control Systems implementation and maintenance.

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
- 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.

Preferred
- Experience with PLCS or SCADA Systems
- SCADA server with virtualized hardware and software (VMWARE) environment.
- SQL (Sequential Query Language) as it applies to historian database management and custom reporting tools.
- Telemetry and hardwired Ethernet communication protocols for PLC to SCADA server data transfer and communications.

Salary Range
$22.25 – $28.76 Hourly