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

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### 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

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
REQ-0000000057

PRINCIPAL ENGINEER

Department: Central Engineering
Posted on: September 19, 2019
Closing on: September 30, 2019
Location: Civic Plaza

Summary
Manage various engineering projects in support of assigned capital improvement projects, private development, cross connection program, and day-to-day operations and maintenance of water distribution, wastewater collection or assigned facility. Supervise staff responsible for performing a wide variety of professional engineering work.

Minimum Education and Experience
Bachelor's degree, from an accredited College or University with major course work in Engineering, plus six (6) years Professional Engineering experience to include four (4) 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
- 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.

Preferred
- Engineer with background in electrical engineering, electrical medium voltage power equipment and/or electrical instrumentation and controls is desired.

Salary Range
$35.07 – $41.91 Hourly
REQ-0000000061
WATER QUALITY LABORATORY/ANALYST

Department: Laboratory
Posted on: September 18, 2019
Closing on: September 30, 2019
Location: 2nd Street

Summary
Collect, perform, analyze and report results of wastewater/water sample tests including chemical, physical and microbiological water quality tests. Perform a variety of scientific and support tasks related to assigned areas of responsibility.

Minimum Education and Experience
Bachelor's degree with major course work in Physical or Life Science, Chemistry, Microbiology, Biology or a related field, plus three (3) years of laboratory analysis experience.

Position Requirements
• Must obtain a NM Wastewater Laboratory Technician Level III Certification within six (6) months
• Must Possess a New Mexico Water III Certificate if Assigned to the Process Laboratory at Surface Water Treatment Plant
• Achieve and Maintain All Demonstrations of Capabilities as Required By Laboratory Policy
• 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

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

Department: Control system Operators
Posted on: September 6, 2019
Closing on: September 30, 2019
Location: Pino

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