



2000 Forest Ridge Drive, Bedford Texas 76021
www.ci.bedford.tx.us (817) 952-2100

Open: January 31, 2012
Close: When Filled

JOB POSTING
Water Supervisor
Monthly Salary: \$4,151

JOB SUMMARY:

Directs and coordinates activities of workers engaged in the installation, maintenance, repair, and relocation of water distribution facilities; the location of City utilities for contractors and franchise utilities installing/repairing line in the City; the operations of water wells, and, assures the proper compliance with Texas Commission on Environmental Quality regulations, by performing the following duties personally or through subordinate employees.

MINIMUM QUALIFICATIONS:

- Associate's degree or equivalent from two year college or technical school; and two to three years related experience and/or training; or equivalent combination of education and experience.
- Must possess a valid Texas Driver's License.
- Must possess a TCEQ Class C Water Distribution License.
- Must possess a TCEQ Class C Groundwater Operator License.
- Working knowledge of personal computer word processing, data base and spreadsheet applications.
- Demonstrated knowledge of municipal water supply and distribution systems; well production and ground water treatment; and their maintenance; and interpretation of engineering plans and drawings.
- Ability to operate the SCADA system, including the remote operation of facilities and generation of reports.

SKILLS AND EXPERIENCE:

- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Supervisory experience with ability in interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

TO APPLY:

Applications are available at City Hall, 2000 Forest Ridge, Bedford, TX or on line on our web site @ www.ci.bedford.tx.us.

The City of Bedford is an Equal Opportunity/ Affirmative Action Employer