



JOB POSTING # 21-008

WATER SUPERVISOR

WATER CONSTRUCTION DIVISION
PUBLIC WORKS DEPARTMENT

SALARY RANGE: \$ 44,349 - \$ 63,164
Open Until Filled

The City of Kingsville is accepting applications for a Supervisor in the Water Construction Division of Public Works. Plans and directs a comprehensive maintenance and repair program for the water distribution system. Oversees work projects and verifies compliance with all required city, state and federal guidelines in the installation, repair and maintenance of the City's water lines and systems.

ESSENTIAL JOB FUNCTIONS:

- Supervises the maintenance and repair of water mains, fire hydrants, valves, and equipment necessary for the continuous operation of the water distribution lines and systems.
- Maintains a long term schedule for upgrades, repairs and replacement of water lines
- Conducts supervisory work directing employees in the installation, maintenance and repair of utility systems.
- Selects, assigns, directs and evaluates the work of crews engaged in the installation, maintenance and repairs of water utility systems
- Compiles and maintains accurate written and computerized records.
- Inspects work in process and completed projects
- Responsible for enforcing City and departmental rules and regulations; counsels, disciplines, and evaluates subordinates;
- Locates supply sources for replacement and repair parts for water system.
- Keeps inventory of parts used to maintain the water distribution lines
- Prepares and implements budgets; estimates project costs
- Available to work crews after hours
- Attends City Commission meetings and makes presentations when necessary
- Performs related work as required

Training, Experience, and/or Other Requirements:

Seven (7) years experience in the installation, maintenance and repair of water distribution systems. Five (5) years supervisory with water distribution lines. Texas Commercial Driver's License. TCEQ Class "C" water certification or ability to obtain within 3 months. Must obtain TCEQ Class "B" water certification within specified timeframe as determined by department director. Required: Thorough knowledge of material, methods, equipment and techniques used in repair and construction of water lines.

Physical Requirements:

Works outdoors in extreme temperatures and inclement weather with some exposure to dust, fumes, noise, mechanical, electrical, and chemical hazards while using proper safety precautions. Equipment: Knowledge of operation and use of motorized vehicles and equipment utilized in field. Use of communication equipment – computers, phones, radios, fax machines

Employee Behavior and Conduct:

City employees shall conduct themselves in a professional manner and shall exhibit and extend such professional conduct appropriate for the circumstances to those with whom they come into contact both internally and externally during the performance of their duties. Examples of professional conduct include, but are not limited to, being communicative, informative, fair, honest and respectful.

All City employees are required in the course and scope of their employment to provide services for the benefit of the general public during emergency situations that threaten the safety of Kingsville's citizens. City employees must be able to work immediately before, during, and/or immediately after an emergency.

All positions require the following: 1) High School diploma or equivalent, 2) Valid driver's license 3) satisfactory driving record and 4) proof of eligibility to legally work in the U.S. The successful applicant is required to pass a pre-employment drug screen and background investigation.

Applications available at City of Kingsville-Human Resources, 400 W. King Avenue, Kingsville, Texas 78363 or download at www.cityofkingsville.com For additional information: Call 361-595-8017 or E-mail hadmin@cityofkingsville.com EOE.