



FIELD SUPERVISOR

The Village of Bosque Farms seeks to hire a Field Supervisor for the water and sewer department. Minimum qualifications: Must have a Level II New Mexico Water Operator Certificate,

a Level I New Mexico Wastewater Operator Certificate and a valid NM driver's license, Class B with tanker endorsement. This position requires a high school diploma or GED, training, and/or experience in water supply and distribution system operations totaling two (2) years and in wastewater collection and treatment system operations totaling two (2) years.

Extensive knowledge of current water and sewer construction practices and extensive knowledge of the occupational hazards and safety practices in the water and wastewater maintenance, operation and construction field is required. Applicant must be able to operate a backhoe and other related construction equipment and have the ability to perform water and/or wastewater operator tasks. This position requires the ability to lift up to 100 pounds and to observe safety precautions. Applicant will also be required to perform stand-by duty. Qualified applicants must pass physical exam. Job description and application forms are available at the Village office, 1455 West Bosque Loop, Bosque Farms, NM 87068. Deadline for filing applications is April 20, 2012 at 5:00 p.m.

FIELD SUPERVISOR

This is the number two position in the Utility Department in which an employee supervises water and sewer construction operation and maintenance activities. Reports to the Utilities Director.

DUTIES AND RESPONSIBILITIES

1. Provides hands-on supervision of various water and sewer construction projects utilizing Village employees and contract laborers as needed.
2. Required to perform the following tasks: installs, services, cleans and repairs water and sewer lines.
3. Installs, services, cleans and repairs sewer grinder pumps and yard lines on customer's property.
4. Performs routine and/or emergency operation and maintenance of the Village water supply and distribution system and the sewer collection and treatment system.
5. Provides direction and supervision to other Utility Department employees at the direction of or in the absence of the Utility Director.
6. Performs related duties as assigned.
7. May be required to perform stand-by duty.

MINIMUM QUALIFICATIONS:

Any combination of education above the high school level. Training and/or experience in water supply and distribution system operations totaling two (2) years and in wastewater collection and treatment system operations totaling two (2) years.

Extensive knowledge of current water and sewer construction practices.

Extensive knowledge of the occupational hazards and safety practices in the water and sewer construction, operation and maintenance field.

The ability to operate backhoes, trenching machines, skid steer loaders, dump trucks, pumper trucks, and related construction equipment.

The ability to perform water and/or wastewater operator tasks

The ability to establish effective working relationships with co-workers, customers, outside contractors, vendors, line spotters and other associates.

Level II New Mexico Water Operator Certification.

Level I New Mexico Wastewater Operator Certification.

Possession of a valid New Mexico Driver's license, class B.

High school diploma or certificate of successful completion of the General Educational Development (GED) Test.

Citizenship in the United States or alien work status documents pursuant to the Federal Immigration laws is required.

Eighteen years of age proved by Birth Certificate or other acceptable legal documentation as proof of age.

WORKING CONDITIONS:

Work is outside and inside and sometimes in inclement weather. Employees are exposed to chemicals, toxic gases and fumes and to infections and diseases. May be required to lift up to 100 pounds. Irregular working hours are required. Required to attend special schools at the direction of the Utilities Director and/or the Mayor and Village Council.

There will be a six-month probationary period at which time an evaluation of job performance will be conducted and discussed with the employee. At this time, the employee will be either made a regular employee, be allowed to continue on probationary period not to exceed one year total, or be terminated based on evaluation results.