

THE CITY OF GRAND RIVERS KENTUCKY

IS NOW TAKING APPLICATIONS FOR THE POSITION OF WATER /WASTEWATER UTILITIES MANAGER

The City of Grand Rivers is taking applications for the position of water/ wastewater manager for its utility department. Applications will be accepted from the publication date of this advertisement until January 15, 2025.

JOB DESCRIPTION AND RESPONCABILITY:

The Grand Rivers Utility Manager position is responsible for the Finacial, Mechanical and Supervisory operation of the Water and Wastewater system of the City Utility department. This includes but is not limited to the following items.

- Supervision of Utility Department employees including daily work assignments.
- Approving and reporting of weekly payroll to the city clerk.
- Management of the Utility departments fiscal year's balanced budget
- Management of equipment and materials inventory
- Monthly attendance of the City Council meeting
- Financial and situational reporting of the department to the City Council
- Management of regulatory requirements from the Federal and State levels
- Project grant applications for system needs
- Direct communication with utility customers' needs and concerns.
- Direct Communication with water distribution suppliers.

DESIERED POSITION REQUIREMENTS:

- The city is seeking applications from individuals with experience in budget management, employee supervision, mechanical equipment operation and plumbing, preferably in the field of water distribution and wastewater collection management.

One or all the following certifications would be preferred

- Class II Water Distribution Operator
- Class II Wastewater Treatment Collections Operator
- Class II Wastewater Treatment Plant Operator

SALARY & BENEFITS:

The salary for this position will be dependent on the years of experience and the level of experience in this type of operation and the number of certifications held by the applicant.

The City of Grand Rivers maintains an extremely good benefits package. The city does this to maintain high-quality employees who are seeking long-term employment to reduce employee turnover. The Benefits are as follows,

- 401K retirement plan with 3% match
- Level 2 Anthem Health Insurance Package
- Monthly Health Savings Account (HSA) deposit
- Starting with 2 weeks paid vacation
- Accumulating paid sick day program
- 17 paid holidays per year

To apply for this position please contact Grand Rivers City Hall at **(270-362-8272)** between the hours of 8:00am – 4:00pm Monday – Friday. For an application go to www.GrandRiversky.com click on application for an online application. The application should be mailed to **Grand Rivers City Hall po box 265 #155 West Cumberland Avenue Grand Rivers Kentucky 42045.** along with a recent resume including a list of references. You can email clerk@grandriverswireless.com for more information