

NOTICE OF JOB OPENING

POSITION: UTILITIES DIRECTOR (Unclassified)
Salary Range \$62,000 - \$70,000 (Depending on Experience)

Opening Date for all applicants: Tuesday July 11, 2023
Closing Date for all Applicants: Until Filled

This is a full-time position w/benefits including health, dental & vision insurance, uniform clothing, leave accrual for sick & annual of 120 hrs per year, paid holidays and enrollment in the Public Employees Retirement System.

JOB DUTIES

Under the administrative direction of the Mineral County Board of Commissioners, the Director manages the operation and business administration of Hawthorne Water system, Mina/Luning Water system, the Wastewater System, Refuse Department and the Landfill/Sanitation facilities and is responsible for the Mineral County Solid Waste Management Plan. The Director also supervises field and office staff and resolves technical problems for field staff

QUALIFICATIONS

1. Director must have a high school graduate or GED Equivalent. A Bachelor's Degree in Engineering preferred
2. Five (5) years of progressively responsible operation and maintenance experience of water and sewer treatments systems or water distribution and sewage collection systems.
3. Five (5) years of managerial and/or supervisory experience.
4. Must have Nevada Certifications of Grade Three (3) Water Distributions, Grade Two (2) Water Treatments, Grade One (1) Wastewater Treatment
5. Backflow Test Certification and Manager of Landfill Operations Certifications (MOLO) (certifications must be obtained within one (1) year of employment)
6. Must have working knowledge of the operations & maintenance of heavy equipment
7. Must possess leadership and communication skills
8. Must be able to lift up to 45 lbs. unassisted
9. Must possess and maintain a Class B CDL Nevada Driver's License or be able to obtain within one (1) year of employment
10. Must be able to meet physical demands including lifting, walking, bending, stooping, climbing, crawling, squat, and standing for periods of time
11. Must be able to work outside year-round with exposure to all types of elements
12. Must be bondable and this position is subject to a pre-employment drug screen, driver's license history, criminal background check and social security number verification
13. Must possess a positive working relationship with other employees and the public

Applications are available at www.mineralcountynv.us or the **Hawthorne Utilities Office**, 395 'E' Street, P.O. Box 1448, Hawthorne, NV 89415, or call (775) 945-2486 between the hours of 8:00 a.m. & 5:00 p.m. Monday Through Friday for more information.

Mineral County will require successful applicants for all positions who are offered employment to consent to a pre-employment drug screen.

Mineral County is an Equal Opportunity Employer.

Accommodations for disabled applicants can be arranged by calling the Office of the Comptroller (775) 945-0706.

Mineral County is a Drug and Alcohol-Free Workplace.