

CITY OF UNALASKA  
**JOB ANNOUNCEMENT**  
WE ARE AN EQUAL OPPORTUNITY EMPLOYER  
IN HOUSE POSTING: September 4, 2018  
TO THE PUBLIC: September 4, 2018

Department of Public Utilities is accepting applications for the position of **WASTEWATER SUPERVISOR**. This position is open for applications until filled.

**GENERAL DESCRIPTION:** This position manages the City's Wastewater Utilities. It directs and supervises operations, maintenance and construction and performs planning and administrative duties.

**EXAMPLES OF WORK:** Directs and supervises activities and personnel related to the collection and treatment of wastewater. Oversees work at plant and control houses, requiring judgment and initiative when selecting a course of action. Plans, coordinates, schedules and implements utility activities. Works with businesses, citizen groups and customers to plan and coordinate work, discuss policies and to resolve problems. Makes recommendations on utility procedures, policies and ordinance changes. Participates in utility planning and preparation of the operating and capital budgets, and monitors budget on a continual basis. Represents the utility at public meetings or gatherings. Prepares reports, presents briefings to supervisors and prepares correspondence related to work. Plans and implements operator training to keep employees in compliance with state regulations on continuing education and to improve their ability to deal with a continually changing system.

**KNOWLEDGE, SKILLS AND ABILITIES:** Ability and willingness to comply with OSHA regulations and the standards for safety that have been set by the City of Unalaska. Considerable knowledge of water pipe installation, connections, repair and maintenance. General knowledge of federal, State of Alaska and City of Unalaska rules, regulations and policies regarding water operations. Knowledge of the principles and practices of employment supervision, including employee development, training, labor contract requirements, performance evaluations and progressive discipline.

Thorough knowledge of machinery, equipment, facilities, materials, methods and procedures used in water distribution and treatment systems. Skill in operation of backhoe/loader, and other related tools. Working knowledge of computers in a Windows environment. Ability to operate a motor vehicle, mobile phone, copy and fax machine.

**EDUCATION AND EXPERIENCE:** High school graduation or equivalent. Extensive experience relating to operation, construction, repair, and/or maintenance of water distribution or treatment systems. Three years of supervisory level experience. Other equivalent combination of education and experience, which would provide the knowledge, skills and abilities and certification required, may be evaluated on an individual basis

**LICENSES AND SPECIAL REQUIREMENTS:** A valid Alaska Commercial Driver's License Class A with X endorsement. State of Alaska Level 2 Treatment Certification. State of Alaska Level 3 Distribution Certification. Other equivalent combination of education and experience, which would provide the knowledge, skills, abilities and certification required may be evaluated on an individual basis.

**TO APPLY:** Please submit a City of Unalaska application, Authorization to Release Information and CDL supplement. Job Description and necessary forms are available at City Hall, by calling the Department of Administration at 907-581-1252, or by downloading at [www.ci.unalaska.ak.us](http://www.ci.unalaska.ak.us). Return completed forms to Administration in City Hall; by mailing to P.O. Box 610 Unalaska, AK 99685, Attn: Department of Administration; email to [tuavale@ci.unalaska.ak.us](mailto:tuavale@ci.unalaska.ak.us); or by fax to 907-581-4469.

**Union Position: \$39.29-\$40.88 per hour**

**Must present work authorization identification within 3 days of hire (INS requirement).**  
**Job descriptions and applications are available at City Hall or call Human Resources at 581-1251.**  
**Return completed applications to Human Resources.**  
**All applications will be kept on file for 90 days.**