



POSITION OPEN

**PUBLIC UTILITIES DEPARTMENT
UTILITIES SUPERINTENDENT**

Job Posting Date – May 9, 2017

The City of Conway is accepting applications for the position of Utilities Superintendent. This position performs technical work in the repair, maintenance and construction of water and sewer lines and appurtenances and does related work as required. Work is performed under the general supervision of the Public Utilities Director. Supervision is exercised over subordinate personnel. Duties include, but are not limited to, plan and supervise the installation, maintenance and repair of water and sewer lines and appurtenances; supervise operation, construction and maintenance divisions; maintain records and files; prepare reports; supervise the installation and or replacement of water and sewer taps, fire hydrants, water meters, water valves; inspect projects completed by outside contractors; respond to customer complaints and ensure adequate response; investigate and schedule areas that require maintenance and repair; assist in the review of plans and specifications submitted by developers and City departments; survey and design preliminary plans for small system extensions; prepare encroachment permit requests; may be required to work after normal hours in emergency situations.

Education and Experience: Any combination of education and experience equivalent to graduation from high school and extensive experience in the maintenance, repair and/or construction of water and sewer lines including considerable supervisory experience.

The successful candidate must possess a Class A Water Distribution and Wastewater Collection System Certification, Asbestos training, and competent person certification. Ability to operate all types of heavy equipment. A Class A commercial driver's license valid in the State of South Carolina is required for this position.

Entry level pay for this position is \$46,083.

Interested persons should submit an application and resume to: Lynn S. Smith, Human Resources Director, PO Box 1075, Conway, SC 29528. Applications may be downloaded from the City's website at www.cityofconway.com. This position will remain open until filled.

**CITY OF CONWAY IS A DRUG FREE AND EQUAL OPPORTUNITY/AFFIRMATIVE
ACTION EMPLOYER**