

## Public Works/Water/Wastewater

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<b>TYPE:</b>	Full Time
<b>HOURS:</b>	Full Time: M-F 8:00 – 5:00 (includes some weekend, on call, and flex scheduling)
<b>BENEFITS:</b>	Full Time: Full benefit package (Insurance, TMRS, Vacation, Sick, Holiday Pay)
<b>PAYRATE:</b>	\$35,000 - \$45,000 Annual Salary
<b>REPORTS TO:</b>	Supervisor of Public Works

### POSITION REQUIREMENTS:

#### Education, Training & Experience:

- High school diploma or GED required
- Associate Degree or Bachelor Degree preferred
- Double Class C Distribution license (Water/Wastewater) preferred
- Basic computer skills (Microsoft Office Suite)
- Bilingual preferred but not required
- Preference will be given to those with GIS experience, CDL Driver License, backhoe experience, Infrastructure Plan Review and Construction experience

### GENERAL SUMMARY

The City of Westworth Village offers a competitive and comprehensive benefits package. TMRS retirement at 7% employee contribution with 2 to 1 city match. Employee medical insurance, basic life, AD&D, Short and Long-Term disability and employee assistance program paid 100% by the City. Employees are given the opportunity purchase spouse, child and family medical coverage along with additional life insurance, dental and vision plans through pre-tax payroll deduction. Vacation, sick and holiday time are provided in accordance with the employee handbook. The City is very proactive with education and maintaining certification and licensure by offer tuition reimbursement and paying for ongoing CEUs and testing.

The City of Westworth Village is the Hidden Jewel of the Metroplex, with a population of 3100, located in western Tarrant County. Westworth Village is uniquely diverse with a developing business district along State Highway 183, established and newly built residential areas, municipal golf course, country club with golf course, apartment living and shared boundaries with the Naval Air Station Joint Reserve Base. A short 10-minute drive from downtown Fort Worth and strategically connected to the TRWD trails. Our Vision Committee has laid the foundation for future growth, including recently receiving a \$2M grant for the development of a trails system, and the new Housing Development has recently begun its construction process.

This position works independently under the direction of the Public Works Supervisor. Must be a proven leader with the ability to effectively direct, train, and motivate personnel while always emphasizing safety, respect and optimization of resources. Other duties include but are not limited to:

#### Primary Job Duties/Responsibilities:

- Experience in Water and Wastewater
- Maintaining and reading meters
- Inspection and approval of infrastructure construction projects
- General knowledge and experience in street repair, mowing, facilities management and equipment.
- Establish and maintain an effective working relationship with general public, co-workers and City Officials through excellent customer service and communication skills via phone, fax, email or in person, to answer questions, disseminate or explain information, take orders and address complaints, etc
- Knowledge of or ability to learn municipal laws, policies, codes, and regulations
- Understand and follow oral and written instructions

- Participates in On Call Rotation (nights and weekends as scheduled)
- Additional duties as assigned

### **Physical**

- Ability to see and hear at normal levels with or without devices.
- Ability to demonstrate manual dexterity, strength and proficiency required perform equipment maintenance.
- Ability to stand and walk for extended periods of time.
- Ability to crouch and/or stoop and ability to rise, kneel and crawl.
- Ability to twist upper body while working in difficult spaces with arms and hands extended.
- Ability to manipulate, pick up and carry 100 pounds for a distance of at least 10 feet; to truck bed height.
- Ability to work outdoors in adverse weather conditions involving heat and cold
- Ability to climb up and down a ladder, onto roofs and into holes, while reaching above head, etc.

### **Social**

- Ability to positively interact with all social and economic backgrounds to provide excellent customer service.
- Ability to pass a drug screen and physical, upon hire and as required by policy.
- Ability to work independently and as part of a team.

### **Environmental**

Very active work is primarily performed outside; however, some sedentary activities may be scheduled.

### **TO APPLY:**

Application may be obtained by visiting our website at [www.cityofwestworth.com](http://www.cityofwestworth.com) or in person from the City Hall located at 311 Burton Hill Road, Westworth Village, Texas 76114-4239. Questions or additional information about this position should be directed to Brandy Barrett, HR at 817-710-2504, [bbarrett@cityofwestworth.com](mailto:bbarrett@cityofwestworth.com)