

REVISED 2/25/2021



TOWN OF COLLIERVILLE POSITION VACANCY

OPEN TO: General Public

TITLE: Manager, Public Utilities

LOCATION: Public Utilities

OPENING DATE: February 10, 2021

CLOSING DATE: Until Filled

JOB NUMBER: JN21-08PS

CLASS CODE: 1301

SALARY RANGE: \$57,862 - \$99,191 annually (DOQ) with *excellent benefits package*

FLSA STATUS: Exempt

PRIMARY FUNCTION: The purpose of this classification is to provide highly responsible management, administrative, professional and supervisory work associated with the day to day operations of the Public Works and Public Utilities departments.

QUALIFICATIONS: Requires a Bachelor's Degree with major course work in Civil or Chemical Engineering or a closely related field; supplemented by six (6) years progressively responsible experience in public services in a municipal setting; at least one (1) of which must have been in a supervisory or management capacity; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

LICENSES: Requires valid motor vehicle operator's license. Must possess and maintain the necessary Wastewater Treatment, Water Treatment, and Distribution and Collection licensures as issued by the State of Tennessee, if applicable.

NOTES: : Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or workstation.

Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.

APPLY: Human Resources Office, 500 Poplar View Parkway, Collierville, TN

NOTES: Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN HIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.