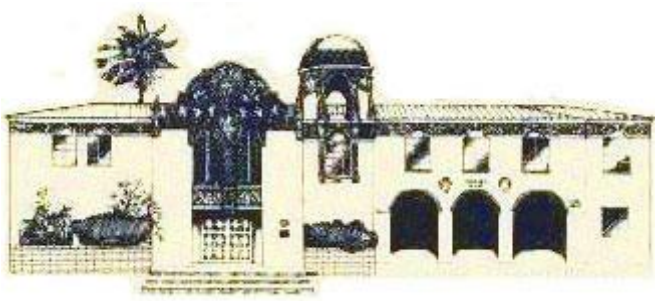

CITY OF WESLACO

JOB OPPORTUNITIES

Applications are being accepted for the following positions:

For application instructions Visit Our Web Site: www.weslacotx.gov
Click on the Human Resource link - Job Opportunities to download a copy of the application.

JOB ANNOUNCEMENT

Position Title: Jailer (NON-EXEMPT)	EEOC Occupation Classification: Service Workers	Police Department Job No. 1302	Salary Range: $10.88 hour	Deadline: Open Until Filled

JOB SUMMARY: Responsible for physical intake, detention and release of prisoners. Responsible for inputting correct reports, records and other paperwork involved with jail operations into police database system. Arranges for and supervises visitation of prisoners. Arranges for feeding of prisoners. Responsible for security and cleanliness of jail facilities. Makes frequent and regular inspections and evaluations of structural and functional conditions of all jail facilities. Performs any other duties necessary in order to provide a safe, sanitary and humane environment as possible for inmates. Must be computer literate. Performs other job related duties as necessary.

REPORTING RELATIONSHIP:
Reports to Chief of Police

Qualifications: A High School Diploma or GED Certificate is required. Preferred, but not required, one year experience in a law enforcement agency or jail facility or a jailer certificate by the Texas Commission on Law Enforcement Officers Standards and Education. Must have some knowledge of mechanics of arrest and have the ability to execute basic self-defense and restraint techniques. Must have a valid Texas Driver's License.

COMPENSATION AND BENEFITS

Health Insurance; Basic Life Insurance; Texas Municipal Retirement System (TMRS); Optional Insurance: Vision/ Group Term Life; Dental; ST/LT Disability; Hospital Indemnity: Critical Illness/Cancer; Universal Life/ Accident; Workers' Compensation; Vacation/Sick Leave; 12 Paid Holidays; 1 Personal Leave Day.

For More Information Contact:
City of Weslaco
Human Resources Department
255 S. Kansas Avenue
Weslaco, TX 78596

Or Call:
(956) 968-3181

Or Visit Our Web Site: www.weslacotx.gov
Email: hro@weslacotx.gov

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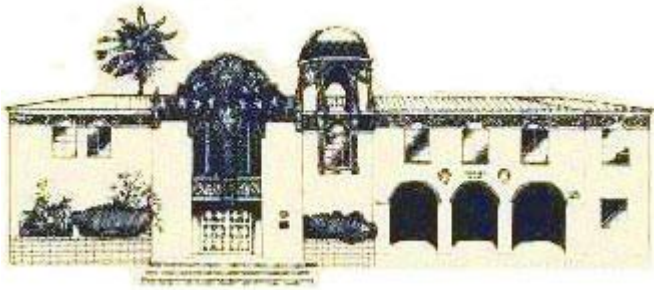

CITY OF WESLACO

JOB OPPORTUNITIES

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JOB ANNOUNCEMENT

Position Title: Water Distribution Operator (NON-EXEMPT)	EEOC Occupation Classification: Operators	Public Utilities Job No. 1308	Salary Range: D.O.E.	Deadline: Open Until Filled

JOB SUMMARY:
Employee is responsible for the operation, maintenance, construction and repair of the City's water distribution wastewater collection system with the use of equipment such as a backhoe, front end loader, dump truck and similar equipment. Employee is required to perform all similar or related duties.

REPORTING RELATIONSHIP:
Reports to Supervisor

Qualifications: Position requires a Class B Commercial Driver's License and a High School Diploma or equivalent and any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

COMPENSATION AND BENEFITS

Health Insurance; Basic Life Insurance; Texas Municipal Retirement System (TMRS); Optional Insurance: Vision/ Group Term Life; Dental; ST/LT Disability; Hospital Indemnity: Critical Illness/Cancer; Universal Life/ Accident; Workers' Compensation; Vacation/Sick Leave; 12 Paid Holidays; 1 Personal Leave Day.

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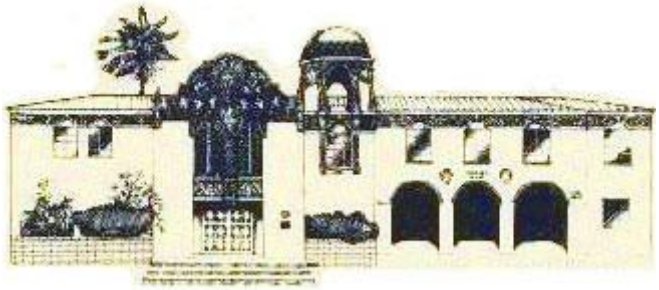

CITY OF WESLACO

JOB OPPORTUNITIES

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JOB ANNOUNCEMENT

Position Title: Laborer (NON-EXEMPT)	EEOC Occupation Classification: Laborers & Helpers	Public Facilities Job No. 1309	Salary Range: D.O.E.	Deadline: Open Until Filled

JOB SUMMARY:
Operates department equipment and vehicles such as a lawnmower and hand tools in the completion of a wide range of manual labor projects such as brush cutting, patching pot holes, installation and maintenance of signs, grass mowing, trim trees, construction and installation of fences, digging holes etc. Uses a variety of hand tools to dig ditches and trenches, cut grass, clean sidewalks and removes excess debris from sidewalks and preform pubic works related tasks around threes, wires, cars, and personal property and fellow workers. Preforms other job related tasks as required and/or assigned. Continuously works outdoors in all types of weather.

REPORTING RELATIONSHIP:
Reports to Supervisor

Special Requirements: Motor Vehicle operator's license.

Qualifications: Position requires a High School Diploma or equivalent and three (3) years of prior work experience on the operation of heavy equipment; or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

COMPENSATION AND BENEFITS

Health Insurance; Basic Life Insurance; Texas Municipal Retirement System (TMRS); Optional Insurance: Vision/ Group Term Life; Dental; ST/LT Disability; Hospital Indemnity: Critical Illness/Cancer; Universal Life/ Accident; Workers' Compensation; Vacation/Sick Leave; 12 Paid Holidays; 1 Personal Leave Day.

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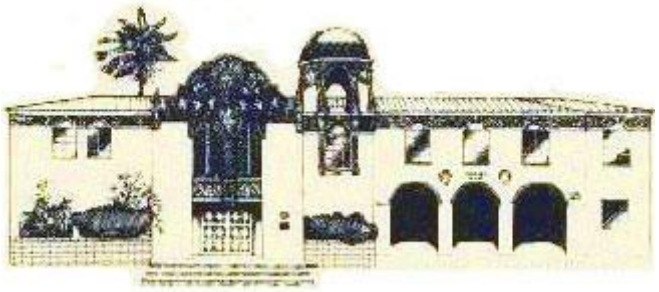

CITY OF WESLACO

JOB OPPORTUNITIES

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JOB ANNOUNCEMENT

Position Title: Asst. Public Utilities Director (EXEMPT)	EEOC Occupation Classification: Officials and Managers	Public Utilities Job No. 1310	Salary Range: *D.O.E.	Deadline: Open Until Filled

JOB SUMMARY:
Assists director in administration of the various divisions of the department. Serves as Interim Director when needed. Implements department's procedures and objectives. Interprets state and federal regulations and implements as needed within the department. Completes and/or reviews reports to regulatory agencies and responds to regulatory requests.. Reviews design plans and specifications as needed. Consults with staff on personnel matters, City policies and regulatory standards. Assists in the long range planning of the department. Acts as project manager for CIP contractions projects. Represents department and City in presentations as requested by schools, individuals and civic organizations. Performs related duties as required.

REPORTING RELATIONSHIP:
Reports to Pubic Utilities Director

Qualifications: Bachelor degree in Engineering or other related field is preferred. A Class "B" Surface Water License issued by the State of Texas and a Class "B" Wastewater Treatment Operator License issued by the State of Texas is preferred. Five (5) years experience in municipal utilities preferred. Knowledge of public finance, budget theory, practice and policy, capital projects and the impact of utilities on community development is desirable. Must have a valid Texas Driver's License.

COMPENSATION AND BENEFITS

Health Insurance; Basic Life Insurance; Texas Municipal Retirement System (TMRS); Optional Insurance: Vision/ Group Term Life; Dental; ST/LT Disability; Hospital Indemnity: Critical Illness/Cancer; Universal Life/ Accident; Workers' Compensation; Vacation/Sick Leave; 12 Paid Holidays; 1 Personal Leave Day.

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Weslaco, TX 78596

Or Call:
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***Depending on Experience**

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