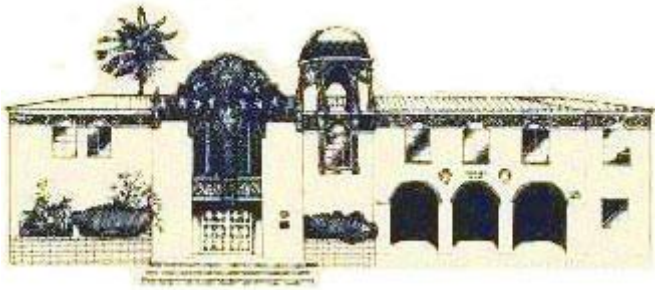

CITY OF WESLACO

JOB OPPORTUNITIES

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Click on the Human Resource link - Job Opportunities to download a copy of the application.

JOB ANNOUNCEMENT

Position Title: Director of Finance (EXEMPT)	EEOC Occupation Classification: Management	Finance Department Job No. 1160	Salary: Negotiable (DOQ)	Deadline: Open Until Filled.

JOB SUMMARY:
Primarily responsible for the financial administrative operations of the City of Weslaco. These operations include, but are not limited to the following: budgeting, financial planning, financial accounting, payroll accounting, cash management, debt management, bank relations, bond rating agencies, and fixed asset accounting. Responsible for financial reporting and communicating financial performance and forecasts to multiple audiences, with a responsibility to citizens and taxpayers to provide transparent accountability for use of public funds.

REPORTING RELATIONSHIP:
Reports to City Manager

EDUCATION:
Requires Bachelor of Arts in Accounting, Finance, or Business Administration. Certified Public Accountant Preferred (CPA).

EXPERIENCE:
Three (3) years of progressively responsible financial management experience required in a municipal government.

SPECIAL REQUIREMENTS: Certification by Governmental Financial Officers Association of Texas (GFOAT) required within three (3) years of appointment. This is a security sensitive position.

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 Ave.
Weslaco, TX 78596

Or Call: (956) 968-3181 ext. 3139

Or Visit Our Web Site: www.weslacotx.gov

Email: csuing@weslacotx.gov

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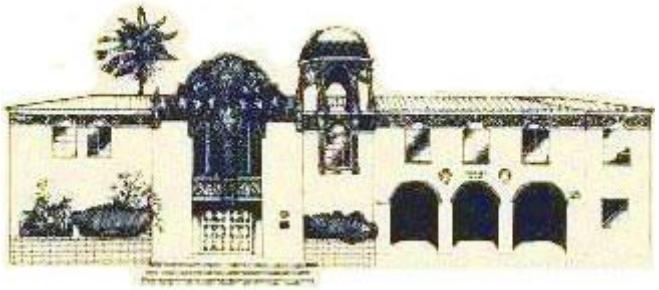

CITY OF WESLACO

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JOB ANNOUNCEMENT

Position Title: **Weslaco Chief of Police (EXEMPT)**	**EEOC Occupation Classification:** **Management**	**Police Dept.** **Job No. 1152**	**Salary/Wage:** **Negotiable (DOQ)**	**Deadline:** **Open Until Filled.**

The Chief of Police is an at-will appointed position, not covered by civil service regulations or the collective bargaining agreement between the City of Weslaco and its police officers.

Minimum Requirements:
To be appointed to the position of Chief of Police, an applicant must:

1. Be eligible for certification by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) at the intermediate level or its equivalent as determined by that commission;
2. Have served as a bona fide law enforcement officer for at least five years, 10 years preferred and;
3. Have a High School Diploma, Bachelor of Arts or Bachelor of Science degree preferred from an accredited college or university.

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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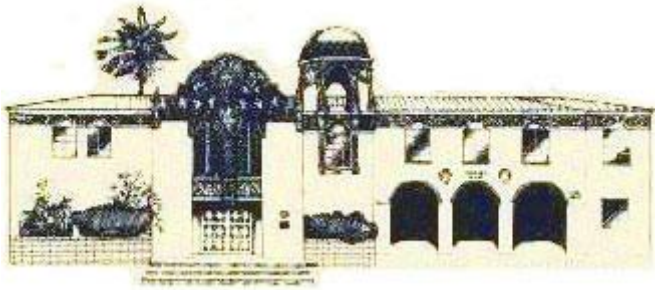

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JOB ANNOUNCEMENT

Position Title: **Director/City Engineer** **(EXEMPT)**	**EEOC Occupation Classification:** **Officials & Managers**	**Public Facilities Department** **Job No. 1214**	**Salary Range:** **D.O.E.**	**Deadline:** **July 31, 2012**

JOB SUMMARY:
The City Engineer is responsible for engineering design and construction of water, wastewater, streets, and drainage systems. Engineering overview, technical review, and approval for development projects such as plan review and inspection of both privately funded public improvements and City, state, or federally funded public improvements. Review subdivision plats and subdivision construction documents. Assist in the preparation of plans and specifications and in the public bidding, project monitoring, and review process for public works construction projects. Review of work done by outside firms, including design, contract specifications, bid tabulations, and recommendations. Preliminary and final engineering design, surveying, and construction management of water, wastewater, street, and drainage system projects. Engineering overview and technical support for grant applications.

REPORTING RELATIONSHIP:
Reports to City Manager

Qualifications: The Engineer shall have a minimum of three (3) years experience as a Civil Engineer specializing in municipal city engineering; Must have a Bachelors Degree and be registered with the Texas Board of Professional Engineers.

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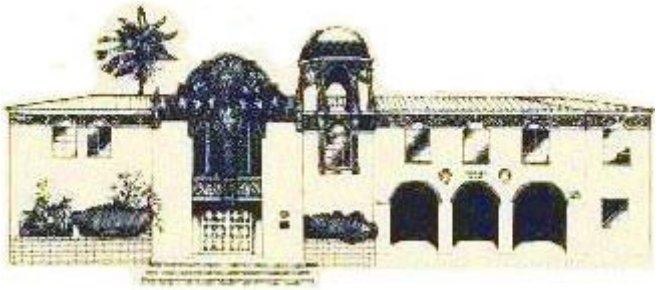

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JOB ANNOUNCEMENT

Position Title: Water & Sewer Superintendent (EXEMPT)	EEOC Occupation Classification: Officials and Managers	Public Utilities Department Job No. 1216	Salary Range: D.O.E.	Deadline: July 13, 2012

JOB SUMMARY:
Responsible for the six (6) functional areas of the Water and Sewer Division of the Public Utilities Department. The position is responsible for overseeing the capital planning and funding including infrastructure improvements and the management of construction projects. The position is accountable for the direction and success of programs accomplished through ten (10) full-time employees. Supervises and coordinates activities of workers engaged in installing, maintaining, repairing, and servicing water distribution and sewage facilities: Assigns work activities to crewmembers concerned with excavating and backfilling trenches and culverts, installing, repairing, and replacing water and sewer mains, joining and caulking pipeline, repairing valves and hydrants, drilling and installing taps in mains.

REPORTING RELATIONSHIP:
Reports to Public Utilities Director

Qualifications: Ability to deal with the public on a daily basis in a professional and tactful manner. A High School Diploma or GED Certificate is required. Associates degree with five to seven (5-7) years of related work experience; 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. Must have valid Texas Drivers License.

Special Requirements: Class B Water and Sewer Treatment Operators Licenses. Working knowledge of state (T.C.E.Q.) and federal (E.P.A) compliance regulations.

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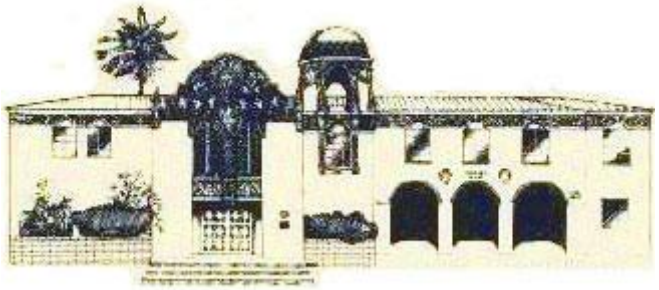

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JOB ANNOUNCEMENT

Position Title: Water/Water Collection Operator (NON-EXEMPT)	EEOC Occupation Classification: Service Worker	Public Facilities Job No. 1218	Salary Range: D.O.E.	Deadline: July 16, 2012

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

REPORTING RELATIONSHIP:
Reports to Supervisor

Qualifications: High School Degree or equivalent; up to one (1) year of prior work experience; 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.

Special Requirements: Class B Commercial 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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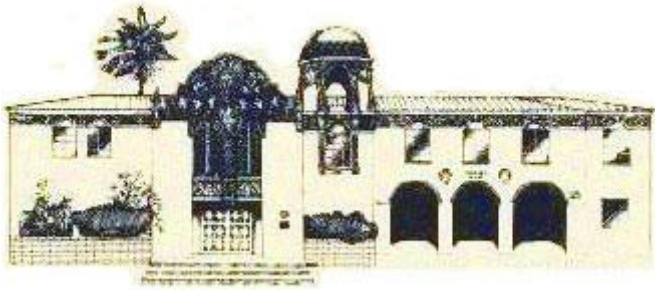

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JOB ANNOUNCEMENT

Position Title: Water Distribution Operator (NON-EXEMPT)	EEOC Occupation Classification: Operators	Public Utilities Job No. 1219	Salary Range: D.O.E.	Deadline: July 31, 2012

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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