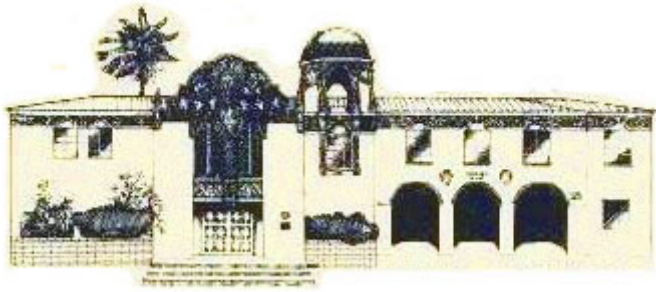

CITY OF WESLACO

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: 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

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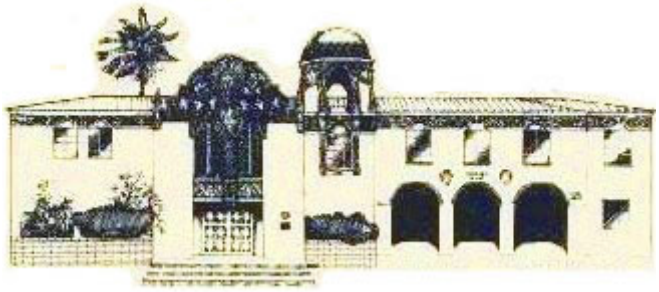

CITY OF WESLACO

JOB OPPORTUNITIES

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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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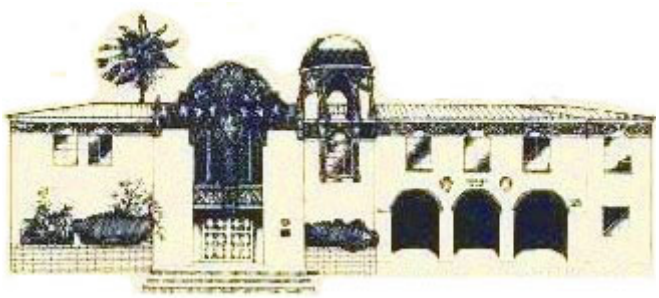

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JOB ANNOUNCEMENT

Position Title: Medium Equipment Operator (NON-EXEMPT)	EEOC Occupation Classification: Craft Workers	Public Facilities Job No. 1205	Salary Range: D.O.E.	Deadline: May 11, 2012

JOB SUMMARY:
Employee is responsible for the operations, maintenance and construction of the City's water distribution system, with the use of medium 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 Foreman

Qualifications: Position requires a Class B Commercial Driver's License and a Class II Wastewater Collection License or a Class C Water Distribution System Operator License issued by the Texas Commission on Environmental Quality. Requires a High School Diploma or equivalent and one to three (1-3) years of prior experience in the operation of heavy equipment; or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to preform 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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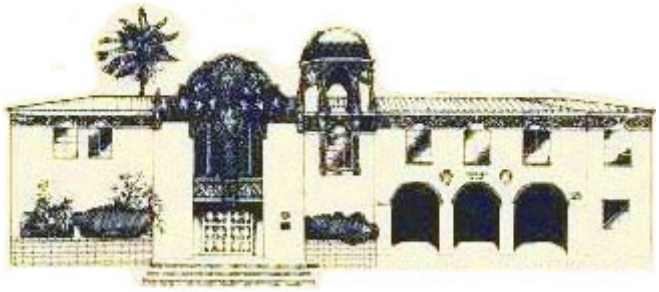

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JOB ANNOUNCEMENT

Position Title: Accountant II/Grants Compliance Coord. (NON-EXEMPT)	EEOC Occupation Classification: Professionals	Finance Department Job No. 1206	Salary Range: D.O.E.	Deadline: May 11, 2012

JOB SUMMARY:
Responsible for the revenues/accounts receivable and assists in the preparation/maintenance of financial statements. Provides compliance services for all grants and support for grant applications. Also, assists other departments by maintaining the accounts that run their operations. Employee is required to perform all similar or related duties as assigned.

REPORTING RELATIONSHIP:
Reports to Finance Director

Qualifications: Graduate of a four (4) year college with a Bachelor's degree in Accounting (or related field) with one to three (1-3) years 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.

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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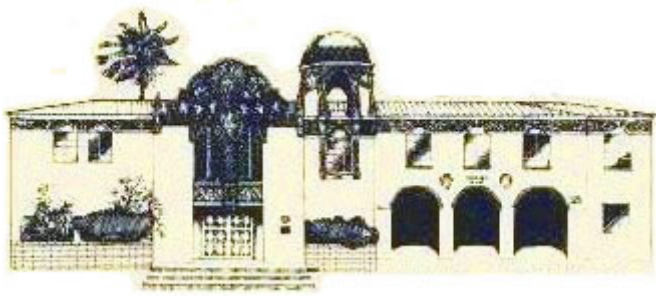

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JOB ANNOUNCEMENT

Position Title: Water Distribution Operator (NON-EXEMPT)	EEOC Occupation Classification: Operators	Public Utilities Department Job No. 1211	Salary Range: D.O.E.	Deadline: May 18, 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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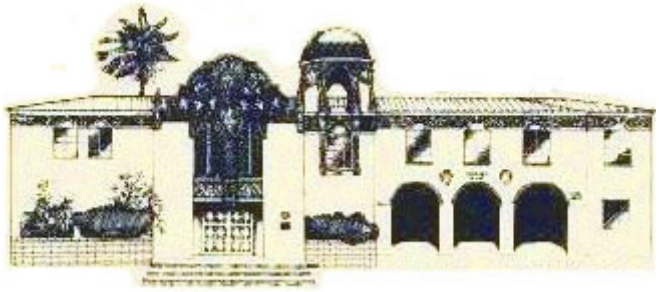

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JOB ANNOUNCEMENT

Position Title: 11 Lifeguards (NON-EXEMPT)	EEOC Occupation Classification: Service Workers	Parks Department Job No. 1212	Salary Range: $7.25	Deadline: May 31, 2012

JOB SUMMARY:
Employee is responsible for the supervision and assisting the general public utilizing the municipal pool. Ensures safety and welfare of all patrons by enforcing pool regulations. Issues and receives clothing baskets, receives entry fees, and performs other office duties. Maintains the general clean up of the entire swimming pool facility.

REPORTING RELATIONSHIP:
Reports to Supervisor

Qualifications: Must be certified in Standard First Aid, Adult CPR and Lifeguard Training.

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