Minimum Qualifications

Education: Completion of two (2) years of college (equivalent to 60 semester units) including coursework in Civil, Mechanical, Industrial Engineering or Industrial Technology

Experience: Five (5) years of broad experience in a position with responsibility in the management and maintenance of water distribution and related facilities, two (2) years which must have included lead or supervisory responsibilities.

Note: A combination of qualifying experience and completion of a certification program, may substitute for college education.

Standard Requirement: Possess a valid California Class C Driver's License along with a driving record that is acceptable to the District’s automobile insurance provider.

Position Summary

The Supervisor of Mechanical Maintenance reports to the Director of Operations and Maintenance located at the District’s Five Points Shop & Field Office and serves at the discretion of the General Manager as an at-will management employee.

The Supervisor of Mechanical Maintenance is responsible for planning, organizing, directing, reviewing, and supervising the work of assigned staff related to the repair, maintenance, and preventive maintenance of the District’s distribution and drainage collector systems. The Supervisor of Mechanical Maintenance selects, trains, and evaluates the performance of assigned staff; prepares the Department’s annual budget, reviews expenditures to ensure they remain within prescribed limits, and justifies budget variances. This position is accountable for scheduling work to meet long-range objectives and works with other departments to procure necessary services and materials. The Supervisor of Mechanical Maintenance duties include providing technical advice to other District personnel and various public and private entities, directing, and inspecting contract work, and participating in the development, implementation, and training of District personnel on maintenance and repair procedures for distribution components, drainage facilities, and shop equipment. The Supervisor of Mechanical Maintenance participates in the acquisition of materials, equipment, and services for the District by preparing requisitions, and, as necessary, securing specifications, cost information, and product availability. This position is responsible for communicating with staff and ensuring compliance with District policies, rules, regulations, and guidelines. The Supervisor is provided a District vehicle for commuting to work and for traveling within the District to project sites.
Application and Selection Process
To be considered for this position, please submit a cover letter, a Westlands Water District Employment Application and your responses to the Supplemental Application, a Comprehensive Professional Resume, and three work-related references (who will not be contacted in the early stages of the recruitment) no later than Tuesday, August 2, 2022, in person, by mail, email, or fax to:

Westlands Water District
Attention: Human Resources Department
P.O. Box 6056, 3130 N. Fresno Street
Fresno, CA  93703

Office Hours: Monday-Friday 8 a.m. to 5 p.m.

Email and/or fax application materials directly to: resume@wwd.ca.gov or (559) 241-6286

For questions, please contact:
The Human Resources Department at (559) 241-6205 or Visit the District’s Website at wwd.ca.gov

A typewritten Employment Application is preferred but not required. Resumes may be included with application materials; however, will not be accepted in lieu of completed application materials.

Following the filing date, applicants meeting the minimum qualifications and filing requirements may be scheduled for an oral panel interview.

Verification of Employment The District conducts verification of a candidate’s employment history, education and training and other information contained in the Employment Application and any other materials submitted by a candidate in an application packet.

Conditional Offer of Employment An offer of employment will be conditioned upon legal ability to work in the United States; passing a medical examination, which will include a drug screening; and verification of a candidate’s employment history, education and training, other information contained in the Employment Application, and any license requirements. As part of the selection process, you are required to complete and submit the Candidate Conviction History Questionnaire which will be provided to you during the recruitment process.

If you need special accommodations for the web-based interview due to a qualifying disability, then contact the Human Resources Department at (559) 241-6205 immediately.

Westlands Water District is an Equal Opportunity/ADA Employer

BENEFIT PACKAGE INCLUDES:
~ Please visit the District’s website for further details ~

CalPERS Retirement Plan  Life & Disability Insurance  Flexible Spending Account
Medical Insurance   Voluntary Life Insurance   Paid Vacation Leave Hours
Dental Insurance   Employee Assistance Program   Paid Medical Leave Hours
Vision Insurance   457 Deferred Compensation Plan  11 Paid Holidays

The District does not participate in Social Security or State Disability Insurance.

Westlands Water District’s mission is to provide a timely, reliable, and affordable water supply to its landowners and water users. To this end, Westlands is committed to preserving its federal contract, which includes water and drainage services, and acquiring additional water necessary to meet the needs of its landowners.