



CITY OF MOULTRIE JOB ANNOUNCEMENT

Date: November 18, 2021

Position: Utility Project Supervisor

Department: Utility

Starting Salary Range: \$35,000 - \$45,000

Salary based on qualification and experience

General Nature of Work:

Supervises the Utilities Mapping Technician, Locate Engineer, and Utility Grounds Maintenance. Receives direct supervision from the Director of Utilities.

Works with utility contractors on city projects to ensure work progresses smoothly.

Reviews and approves building and/or site plans as they pertain to utility availability, access, and applicable standards. Attends meetings relative to utility interest and/or general City relations.

Works directly with architects and contractors on new construction projects to ensure city utility issues are handled in a professional manner. Provides utility mapping information to engineers, architects, and developers as needed. Responsible for utility mapping and locate department and its employees to maintain locate accuracy and ensure compliance with Georgia 811. Provides costs estimates for utility line extensions and new services, works directly with customers and city personnel to resolve customer complaints and provides on-site energy audits and studies for customers. Oversees the maintenance of the utility office building and grounds and acts as Utilities Department liaison to various organizations. Performs other duties as assigned.

Training and Experience:

Must possess a bachelor's degree in Electrical, Civil, Mechanical Engineering and/or equivalent combination of education and experience. Must possess working knowledge of AutoCad, GIS systems, and/or other engineering software. Must have excellent verbal and written communication skills and ability to exercise a high degree of diplomacy and tact in dealing with the general public and also ability to use independent judgement and make decisions recognizing established policies and procedures. Must have ability to work in a variety of weather conditions with exposure to the elements and must possess and maintain a valid driver's license.

If you feel you qualify for the above position, you must report to the Human Resources Office to indicate your interest.

Applications will be accepted until position is filled.