



## NOTICE OF EMPLOYMENT OPPORTUNITY

TOWN HALL  
HUMAN RESOURCES DEPARTMENT  
114 N. RAIFORD STREET  
SELMA, NC 27576

SUSAN SULT  
SSULT@SELMA-NC.COM  
919-965-9841, EXT. 1005  
919-965-4637 (FAX)

POSITION TITLE: UTILITY MAINTENANCE MECHANIC

SALARY GRADE: 11 STARTING SALARY: \$31,028

**KEY DUTIES:** Performs work as part of a professional team engaged in the maintenance and repair of water and sewer systems and equipment. Work involves significant general public contact and providing excellent customer service in a timely manner is a high priority. This position will serve on-call and is eligible for overtime. Work performed in this position can be physically strenuous.

**KNOWLEDGE AND SKILL REQUIREMENTS:** Graduation from high school. Experience in water and sewer utility maintenance practices required. Possess a valid Class B North Carolina Commercial Driver's License (or the ability to obtain one within six months of hire). Possession of a Collection System Operator Level I certificate and/or Distribution System Operator Level C certificate and/or Well Operator Grade C preferred (or the ability to obtain certification within one year of hire).

POSTING DATE: December 15, 2017

CLOSING DEADLINE: January 31, 2018 or until filled

**Attention Applicants:** Applications must be submitted to the Human Resources Department. Application forms are available online at [www.selma-nc.com/employment-opportunities](http://www.selma-nc.com/employment-opportunities) and at Town Hall. Completed and signed Applications must be submitted electronically to [SSult@selma-nc.com](mailto:SSult@selma-nc.com). Other forms of submission are via hand delivery or U.S. Mail. Applicants may submit a resume; however, resumes are not accepted in lieu of a completed employment application. All applicants will be contacted regarding the status of submitted applications.

**Criminal Background Check, Pre-Employment Physical and Drug Screen are required**  
**The Town of Selma is an Equal Opportunity/Affirmative Action/Drug-Free Employer.**