

Posted on: November 14, 2024

## **Salem and Beverly Water Supply Board**

### **Job Posting**

#### **Filtration Plant Operator**

The Board anticipates that there will be an opening for the position of Filtration Plant Operator.

**TO BE CONSIDERED FOR THE POSITION:** the candidate must submit an application package addressed to Jeannine Nash, Administrative Assistant, ([jnash@sbwsb.gov](mailto:jnash@sbwsb.gov)) or to 50 Arlington Ave, Beverly, MA 01915 containing the following documents:

**Item A – A signed original cover letter addressed to Alan Taubert, Executive Director. The letter must contain the following items:**

- An explanation describing how the applicant's education, background, experience, and qualifications meet the requirements of the job description for the position.
- A statement describing the applicant's intention to perform the responsibilities of the position.
- The letter may contain any other remarks the applicant deems important.

**Item B – An up-to-date resume with copies of supporting qualifications and experience documentation such as diplomas, degrees, certificates, and licenses.**

**Item C – A completed Salem and Beverly Water Supply Board job application unless currently employed by SBWSB.**

#### **FY 2025 Pay Range Rate Schedule (Does Not Include Overtime and 8% Night Differential)**

| <b><u>Hourly Rate</u></b> | <b><u>Annual Amount</u></b> |
|---------------------------|-----------------------------|
| \$36.23 - \$40.72         | \$75,351.73 - \$84,695.52   |

Each application package will be reviewed for timeliness, completeness (submittal of completed Items A and B) and for content and attention to detail.

#### **Submittal Deadline and Location**

Deliver one complete and unbound application package to the Administrative Assistant. This application process will be open until filled.

The Administrative Assistant will log in the date and time all application packages are received. The Board reserves the right to reject application packages that do not meet the minimum requirements of the position and that do not satisfy all of the time, procedural and submission requirements.

Attachment: Filtration Plant Operator job description and SBWSB job application.

