



ALAMOSA MOSQUITO CONTROL DISTRICT

Job Title: Operations & Facilities Supervisor

Salary Range: \$45,000 – \$52,000 (depending on qualifications & experience)

Benefit Package: Health, Dental, Vision coverage; Simple IRA option w/ up to 3% match;

Paid personal time off, paid holidays depending on time of year; **Vehicle for District use**

Specific Location:

Alamosa Mosquito Control District is Special District and located in Alamosa, CO. The District employs 2 full time and up to 14 full-time & part-time seasonal employees. The District provides a fully integrated mosquito abatement service to those who reside within its 121 square mile boundary lines. Further information about the District is available on its website at www.mosquitobytes.org.

Job Description:

The incumbent will work directly under the direction of the District Manager. The Operations & Facilities Supervisor will have supervisory responsibility over personnel and operations of the mosquito control programs within the District. The Operations & Facilities Supervisor will contribute and have input when creating annual budgets, interviewing and reaching out to the media for public relations, provide general public communication and information, and any other duties/responsibilities directed by the District Manager or Board of Directors. The Operations & Facilities Supervisor will be capable of handling administrative & office duties in the absence of the District Manager. This position will require mosquito control field work, including but not limited to larvicide, adulticide, and surveillance, data collection, and testing. Must be available to work extended hours outside of regular business hours (primarily during the operational season), and including the attendance at various meetings with local, government and business entities and availability for District emergencies is required.

Major Responsibilities:

- Maintains the regular maintenance and upkeep to all District vehicles and equipment. Includes both AMCD shop and airport. Recommends repair, upgrades, or modifications of equipment or vehicles to the District Manager
- Maintains the regular maintenance and upkeep to all AMCD's shops, building, and airport facilities. Recommends repair, upgrades, or modifications of the facilities to the District Manager
- Assists the District Manager and helps conduct safety training for staff and implement a safe working environment at all times
- Involved in the process of interviews, hire, dismissal and/or layoffs of employees
- Supervisor to all operational staff working for the District. Has authority to delegate work tasks to staff as needed
- Will assist the District Manager with all employee operational training(s)

- Will contribute to all aspects of mosquito control operations and/or field work as needed or when shorthanded. Subject but not limited to Larvicide, Adulticide, Surveillance, Data Collection, Testing.
- Attends local, regional, and national conferences/trainings

Qualifications:

To perform this job successfully, an individual must be able to perform each major responsibility satisfactorily. The requirements listed below are representative of the skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High School Diploma or GED
- Minimum of 1-year intermediate to advanced experience in vehicle and small engine mechanics
- Can display basic to intermediate skills and experience in various trades; subject but not limited to building construction, plumbing, electrical, welding, operating a forklift, landscaping, mechanics.
- Basic working knowledge of computers, Microsoft Office programs, and AMCD's data collection software
- Valid Driver's License with an acceptable Motor Vehicle Record
- Displays communication skills needed to interact with District Manager, staff, vendors, business account holders, accountants, and the public sufficiently to exchange or convey information
- Displays an effective working relationship with the District Manager, staff, vendors, business account holders, District property owners, and the public
- Work in an indoor and outdoor environment
- Any other duties assigned by the District Manager or Board of Directors

Preferred Qualifications:

- Highly preferred to live within or is willing to move within the District's boundary lines
- Working knowledge and safety procedures for the equipment, vehicles, and tools they use and maintain.
- Previous supervisor/managerial experience
- Knowledge and hands on experience in mosquito biology, growth, habitat, life cycle, their active season, and the process of the safe practices in which it takes to operate a successful fully integrated mosquito abatement program in coordination to the District's location.
 - Program includes
 - Mosquito Surveillance
 - Larvicide
 - Adulticide
 - Aerial Applications
 - Public Outreach
 - Continued Education
 - Research
- Has an understanding of a variety of environmental issues, programs and regulations in relation to mosquito mitigation
- Working knowledge of chemical labels and safety procedures for all products used by AMCD
- Working knowledge with closed system chemical pumps

- Specific working knowledge of truck and ATV mounted mosquito foggers.
- Working knowledge and the safety procedures of chemical mixing (large and small quantities) according to label requirements and guidelines.

Equipment: Should be able to operate basic hand and power tools, computer, copy machine, VoIP telephone system, droid operated tablet, motor vehicle, forklift, side-by-side ATV, amphibian ATV, mosquito fog truck, handheld dry and liquid spraying devices

Physical Demands: The physical demands described here are representative of those that must be met by an individual to successfully perform essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Wear common protective or Safety Equipment such as Safety Shoes, Glasses, Gloves, Hearing Protection, High Visualization clothing when exposed to chemicals, contaminants, or variable weather conditions
2. Ability to frequently lift items in excess of 40-60 pounds
3. This position requires standing, walking, sitting, kneeling, stooping, bending, lifting, squatting, pushing, pulling, crawling, ascending and descending ladders, sliding, climbing, pinching, gripping, digging, spraying, reaching overhead, reaching away from body, and repetitive motion
4. Ability to perform job tasks under conditions of potential harm (toxic fumes, hazardous materials, heights, confined spaces, and similar situations) and various types of weather conditions (hot, cold, snow, high winds, etc)
5. Work may be performed under hazardous and adverse conditions, including but not limited to, slippery and uneven surfaces, and proximity to moving mechanical equipment

Additional Information:

This job description is not intended to list every function of the position, does not constitute an employment agreement, and is subject to change.

In order to ensure the safety of the public and reduce the risk for loss, background screenings may be completed on applicants selected for employment. This position is subject to a screening process including but not limited to criminal history search, reference check, degree and employment verification, motor vehicle record check. This position is subject to pre-employment and during employment drug test screening.

Qualified and interested applicants:

Submit a Resume and Letter of Interest to Alamosa Mosquito Control District office via drop-off, mail, or email.

- Drop-Off and Mailing Address:
Alamosa Mosquito Control District
Attn: Sarah Cantu – District Manager
511 4th Street
Alamosa, CO 81101
(Due to short staff during the off-season, it is encouraged to leave Resume and Letter of Interest in the mailbox if the office is not occupied.)
- Email: sarah@mosquitobytes.org
- Deadline for Resume and Letter of Interest – March 25th,2022

Alamosa Mosquito Control District is an Equal Opportunity Employer