



POSITION OPENING

UTILITIES SUPERINTENDENT

The City of Silver Bay is accepting applications for the position of Utilities Superintendent within the City Public Utilities Department. This position serves as a working supervisor and to ensure proper operation of City's water and wastewater plant facilities in accordance with applicable rules and regulations; to supervise and/or perform operation, installation, maintenance, repair, and servicing of water and wastewater distribution systems and related equipment; and to cooperate with and assist other departments as necessary and required. Performs the duties outlined or set forth in the City Code or as assigned by the Public Utilities Commission and/or City Council. Desired minimum qualifications include, but not limited to, having a valid Class "B" certification for water and wastewater, Class "B" driver's license and tanker endorsement, type 4 waste disposal certificate, boiler license for low-pressure boilers, be physically able to perform strenuous work, have the skills and technical knowledge to exercise judgement in operation and maintenance of water and wastewater treatment plants, planning and scheduling, preparation of records, perform chemical analysis, interpret and analyze tests, be proficient on computers, and have considerable ability to communicate effectively with the public, elected officials, personnel, and state officials. This is a full-time leadership position with competitive wages, benefits, and retirement. The 2025 pay rate is \$31.88 - \$39.85/hour, depending upon qualifications and experience, with full pay rate achievable within one year. Applications and full job description are available upon request at City Hall, 7 Davis Drive, Silver Bay, MN 55614 or at www.silverbay.com. Required city applications with original signature must be returned to the City Administrator by 4:00pm on June 25th, 2025; however, applications will continue to be accepted until position is filled. Resumes and cover letters are considered a supplement to the required city application. EEOE/AA