

Assistant Manager
Job Description, Salary: DOE

We are currently seeking viable candidates to fill the position of Assistant Manager here at Black Canyon Irrigation District. Please send resumes to carl@blackcanyonirrigation.com

Thank you

Carl Hayes
Asst. Manager
Black Canyon Irrigation District
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Notus, ID 83656

Position Qualifications:

- 5 years of experience in the operations and maintenance of canal systems.
- Valid Idaho State Driver's license with acceptable Class A and successful completion of pre-employment alcohol and drug testing.
- Professional Pesticide License with right-of-way and Aquatic endorsements; or the ability to obtain such within 60 days of employment.
- Ability to read, understand and follow the Idaho Code, Title 42-43 for Irrigation Districts
- Desirable for individual to relocate to within 15 minutes of the District boundaries.

Desired Knowledge, Skills, and Abilities:

- Knowledge of operations, services and activities of a comprehensive water distribution system.
- Ability to plan, organize, direct, and coordinate daily work of subordinates.

- Knowledge of pertinent federal, state, and local laws, codes, and regulations.
- Ability to analyze problems, identify alternate solutions, identify project consequences of proposed actions, and implement recommendations to support goals.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to negotiate and collaborate with others to achieve objectives.
- Ability to establish and maintain effective working relationships with staff, patrons, and others encountered.
- Ability to use Microsoft applications including Excel, Word, and Outlook.
- Ability to read plans and direct staff in construction activities.
- Knowledge of budget and accounting practices.
- Ability to coordinate activities with those of other District's, outside agencies, and organizations.
- Attend and participate in professional group meetings.
- Will act as the District Manager when the Manager is out of the office for extended periods of time.

Supervisory Responsibilities:

- Directly responsible for the supervision of the Water Master, O&M Crew, and Ditch Riders.

Supervision Received:

- The employee works under the general policies and objectives of the District Manager. The Assistant Manager is expected to be able to function with independence of action in carrying out the specific program goals and content and appropriate operational procedures and methods of accomplishing Board Policies and objectives.