

Industrial Electrician II

Fairfax Water is seeking an Industrial Electrician II to perform skilled Industrial electrical work required in the installation, maintenance, and repair of electrical systems as high as 34,500 Volts. The Industrial Electrician III will also use her/his skills in the preventive and corrective maintenance work associated with the installation, calibration, servicing, maintenance, modification and repair of heating, ventilation and air conditioning systems and controls (HVAC) used in all Authority facilities.

Qualifications include graduation from high school (or equivalent), supplemented by the completion of a four year Virginia Electrical apprentice training program and a minimum of four years progressively responsible industrial electrical and HVAC experience, or any equivalent combination of education, experience or knowledge. Possession of a valid Journeyman Electrician's License (or ability to obtain within one year) issued by the Commonwealth of Virginia. Good knowledge of County and national electrical codes applicable to installation, maintenance, and repair work. Must be able to climb and work from elevated tanks, ladders and scaffolds and perform heavy manual work under varying weather conditions.

All applicants must reside within a 29 mile radius of the Corbalis Plant in Herndon, VA for after-hour emergency call-outs, have a valid driver's license with a good driving record, and have the ability to work overtime and standby as required.

Qualified applicants may submit an application and resume to resumes@fairfaxwater.org. Fairfax Water offers competitive salaries and a comprehensive benefits package. The hiring salary range for this position is \$42,334 - \$65,353 and is commensurate with experience. Applications must be submitted by April 26, 2012.

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Laboratory Administrative Assistant III, Corbalis Laboratory

Fairfax Water, Corbalis Plant, is seeking an executive level Administrative Assistant to manage the daily operational administration of activities and programs for the Water Quality Laboratory & Compliance Manager. Responsibilities includes but is not limited to processing invoices, creating purchase requisitions, maintaining inventory, processing lab samples and entering data into the LIMS database, and other administrative tasks.

Qualifications include three plus years experience in a progressively responsible administrative role. The ideal candidate should possess advanced proficiency using technology, managing an office, servicing customers and effectively communicating both orally and written. Exceptional attention to detail and the ability to manage multiple assignments and prioritize work is essential in this position. Experience with SAP is preferred and LIMS is a plus.

To be considered for this position, all interested applicants must complete a Fairfax Water application and scan or email to resumes@fairfaxwater.org .

You may also fax the application to 703-289-6104. Please reference Job Code: 12-018

Fairfax Water offers competitive salaries and a comprehensive benefits package. The hiring salary range for this position is \$38,485-\$63,048 and is commensurate with experience. Applications must be submitted by April 27, 2012.

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