



# CONSOLIDATED COMMISSION ON UTILITIES

Guam Power Authority • Guam Waterworks Authority  
P.O. BOX 2977 • Agaña, Guam 96932

## JOB ANNOUNCEMENT

The Consolidated Commission on Utilities is soliciting for qualified individuals for the position of:

<b>Position Title:</b>  <b>GENERAL MANAGER</b> (Unclassified)	<b>Announcement Number:</b>  EOE 025-2008
<b>SALARY: Salary Commensurate With Experience And Qualifications</b>	<b>Open Date:</b> APRIL 22, 2008 <b>Closing Date:</b> Continuous until filled

### MINIMUM QUALIFICATIONS:

- 1) Masters degree in Management, Engineering, Finance, or Public Administration, or, in the alternative, a Bachelor's degree and registration as a Professional Engineer pursuant to the National Council of Engineering Examiners standards in either the Civil, Mechanical, or Electrical Branch;
- 2) at least ten (10) years of combined senior management experience at drinking water and wastewater utilities, with experience in both areas;
- 3) proven management and communication skills;
- 4) demonstrated ability to lead, motivate, and develop staff;
- 5) experience with planning, design, and construction of major wastewater or drinking water infrastructure projects; and
- 6) knowledge and experience with:
  - a) drinking water or wastewater engineering,
  - b) user fee system development,
  - c) bond fund,
  - d) staff training and development, and
  - e) federal drinking water and wastewater requirements.

**Job Overview:** The General Manager shall have full charge and control of the construction works of the Authority, maintenance and operations, and the administrative and business affairs of the Authority.

**Company Profile:** The Guam Waterworks Authority is a public corporation governed by the Consolidated Commission on Utilities (CCU). The Consolidated Commission on Utilities, an elected board consists of five (5) members. The General Manager reports to the CCU.

The Guam Waterworks Authority is comprised of 246 employees. The company has a yearly gross water consumption of 6.7 billion and gross wastewater flow of 4 billion per year. The agency services an average of 40,000 water customers, 26,000 wastewater customers and collects yearly \$40M in revenues.

**HOW TO APPLY:** Please fax or email employment application, resume, official college or university degree transcripts, and names of references to be contacted to GUAM WATERWORKS AUTHORITY, Human Resources Division, 578 N. Marine Corps Drive, Tamuning, Guam 96913. Our office hours: 8:00 a.m. through 5:00 p.m., Monday through Friday, Fax (671) 646-2335, email: [elainec@guamwaterworks.org](mailto:elainec@guamwaterworks.org). Visit our web site at [www.guamwaterworks.org](http://www.guamwaterworks.org) to view the job announcement and to download the employment application.

**WORK ELIGIBILITY**

Public Law 99-603 (8 USC Section 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility. Any one or combinations of the following documents may be required.

- \*Certified Birth Certificate
- \*U.S. Passport
- \*Naturalization Card
- \*Green Card
- \*Government of Guam I.D. Card
- \*Original Social Security Card
- \*Other proof of work eligibility

**QUALIFICATIONS REQUIRED:** Pursuant to Public Law 26-87, all future employees of any position within the Government of Guam will be required at minimum to possessed one of the following:

- A) High School Diploma
- B) A successful completion of General Education Development (GED) Test; or
- C) Any equivalent of high school program, or a successful completion of certification program, from a recognized accredited or certified vocational technical institution, in a specialized field for the job.

**EDUCATION:**

Applicants claiming degrees or credit hours are required to provide a copy of their college transcript.

**PRE-EMPLOYMENT MEDICAL EXAMINATION:**

All applicants accepting initial employment with the Government of Guam must take and pass a pre-entry Physical Examination as a condition of continued employment. Expenses for the physical/medical examination must be paid for by the applicant.

**DRUG SCREENING:**

All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment. Situations in which applicant refused or ignored the requirement to take a pre-employment drug test without just cause are to be handled as disqualifications.

**PREFERENCE POINTS:**

- Veterans Preference: Applicants claiming veteran's preference are required to provide a copy of their DD-214 (Military Discharge form). Those claiming Veteran's Compensable Disability are required to provide a copy of a letter from the Veterans Administration.
- Disability Preference: Applicants claiming disability preference must obtain a form from this office and submit it with the required certification signatures.

**DOCUMENTATION REQUIRED:**

All applicants accepting employment with Guam Waterworks Authority must submit a police clearance and court clearance as a condition of employment.



JOHN M. BENAVENTE, PE  
GENERAL MANAGER  
CONSOLIDATED UTILITY SERVICES

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**