

**THE WATER WORKS & SEWER BOARD  
OF THE CITY OF SELMA**

*Please apply at the Administrative Office  
1600 Selma Avenue Selma, Alabama 36701*

**POSITION: LABORATORY ANALYST – WASTEWATER TREATMENT PLANT**

**PURPOSE:** TO ESTABLISH AN ELIGIBLE REGISTER OR FILL PRESENT AND  
FUTURE VACANCIES WITH THE WATERWORKS AND SEWER  
BOARD OF THE CITY OF SELMA

**STARTING SALARY: \$27,976.00      MAXIMUM SALARY: \$40,309.96**

**POSTING DATE: July 12, 2023**

**CLOSING DATE: July 26, 2023**

**FRINGE BENEFITS INCLUDE MEDICAL INSURANCE, RETIREMENT, PAID VACATION,  
HOLIDAYS AND SICK LEAVE.**

**JOB REQUIREMENTS**

- Collects water samples taken at different stages of the wastewater treatment process.
- Analyzes wastewater samples by performing standard chemical, bacteriological, biological. And physical examinations.
- Prepares sample analysis reports; logs results of all samples tested.
- Communicates problems to operators.
- Makes decisions based on laboratory results which result in operational changes.
- Maintains and calibrates laboratory equipment; inspects safety devices to ensure proper working conditions.
- Cleans and sterilizes laboratory equipment; maintains laboratory supplies.
- Maintains chlorine inventory.
- Orders repair parts for plant equipment.
- Performs general housekeeping duties as assigned.

**KNOWLEDGE REQUIRED BY THE POSITION**

- Knowledge of standard laboratory principles, techniques, terminology, equipment, and materials.
- Knowledge of mathematics.
- Knowledge of basic chemistry and biology.
- Knowledge of wastewater treatment processes.
- Skill in performing standard mathematical calculations such as ratios, unit conversions, and percentages.
- Skill in operating lab equipment, instruments, and meters.
- Skill in operating a computer.
- Skill in oral and written communication.

**MINIMUM QUALIFICATIONS**

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Sufficient experience to understand the basic principles relevant to the major duties of the position usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain state certification as a wastewater analyst.

**Applications are available Monday – Friday 8:30 a.m. – 4:30 p.m. 1600 Selma Avenue, Selma, AL 36701. Applications are also available on the Selma Water Works and Sewer Board website. Email Resumes/Applications: [clisha14@selmawaterworksandsewer.com](mailto:clisha14@selmawaterworksandsewer.com)**

**AN EQUAL OPPORTUNITY EMPLOYER**

THE WATER WORKS AND SEWER BOARD OF THE CITY OF SELMA PROVIDES A PUBLIC PERSONNEL SYSTEM BASED ON MERIT PRINCIPLES. IT STRIVES FOR THE CONSTANT IMPROVEMENT TO THE PUBLIC SERVICE BY EMPLOYING AND DEVELOPING THE BEST QUALIFIED PEOPLE AVAILABLE, REGARDLESS OF THEIR RACE, COLOR, CREED, SEX, POLITICAL BELIEFS, NATIONAL ORIGIN, OR DISABILITY.

**DRUG FREE**

THE WATER WORKS AND SEWER BOARD OF THE CITY OF SELMA IS A CERTIFIED DRUG-FREE WORKPLACE.