

Pretreatment Program Specialist

Pretreatment Program Specialist [\$85,217.91 - \$103,582.90 annually]

Senior Pretreatment Program Specialist [\$98,826.65 - \$120,124.41 annually]



Santa Ana Watershed Project Authority (SAWPA), Riverside, CA – SAWPA is accepting applications to fill one vacancy in the Pretreatment Program Specialist series. Placement of the successful candidate in the Pretreatment Program Specialist or Senior Pretreatment Program Specialist classification will depend on the individual's qualifications and experience. For more information, visit: <http://www.sawpa.org/employment-opportunities/>.

Exam Process

Applications will be competitively screened based on minimum qualifications of the position. Based on a review of the application materials, the most qualified candidates will be invited to participate in the examination process which may consist of an oral, written and practical examination process or other appropriate job-related selection process. The exam process will be performed in accordance with any provisions set forth by Governor Gavin Newsom resulting from the threat of COVID-19.

Selection Process

Any candidate selected for hire will be required to successfully complete a pre-employment process, which may consist of a comprehensive background investigation, as well as medical exam(s) administered by an agency-selected physician(s) before hire and will be required to submit a verification of the legal right to work in the United States. After appointment, employees must satisfactorily complete a probationary period to be eligible for regular status. In accordance with the Immigration Reform and Control Act of 1986, all new employees must produce proof of eligibility to work in the United States within the first three (3) days of employment.

Application Procedure

APPLY IMMEDIATELY: This position is at-will and may close at any time without notice. Interested applicants must submit a completed SAWPA employment application, cover letter and resume to: SAWPA, Attn: Human Resources, 11615 Sterling Avenue, Riverside, CA 92503, or at jobs@sawpa.org no later than Monday, February 1, 2021 at 5:00 PM PST. Application may not be submitted in person. Electronic submissions are encouraged; the email subject line should read: Pretreatment Program Specialist Position.

A fully completed, signed SAWPA employment application, a cover letter and resume must be submitted in order to receive consideration; if you submit multiple applications, ONLY your most recent application and attachments provided at that time will be considered. SAWPA reserves the right to reject all applications. All communications regarding the selection process will be via email. Do not call SAWPA regarding this recruitment. Applicants are encouraged to check their e-mails frequently to obtain any correspondence associated with this recruitment. Please be sure the email provided on the application is always current; it is your responsibility to update your personal information. Update your Spam, Junk, Bulk and Firewall settings as needed to ensure that you receive all information pertaining to this recruitment. For more information, visit: <http://www.sawpa.org/employment-opportunities/>.

EOE/M/F/D/V/SO

The information contained within this announcement may be modified or revoked without notice and does not constitute either an expressed or implied contract.

Posted: December 1, 2020