

**CACHE MOSQUITO ABATEMENT DISTRICT
FIELD OPERATIONS MANAGER**

Applications accepted from December 15, 2011 – January 15, 2012
Application form available by visiting our website www.cachemosquito.com and click on left side: job opportunities or call (435) 764-6839 to request form.

This is a part-time non-exempt position; no benefits are offered; primary duties are from April to October.

Nature of Work: Under the broad policy guidance of the CMAD Board of Trustees and in coordination with the Administrative Manager, the incumbent performs a variety of managerial, administrative, and supervisory duties related to the mosquito abatement program to promote the health and comfort of county residents and visitors.

Essential Job Functions: Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals; conducts interviews and hires field workers. Coordinates daily work activities; organizes, prioritizes, and assigns work; monitors status of work in progress and inspects completed work; confers with staff, assists with complex/problem situations, and provides technical expertise. Ensures District compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures; ensures adherence to established safety procedures; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; initiates any actions necessary to correct deviations or violations. Supervises, schedules, and coordinates truck spray operations and ground larvacide operations; maintains logs/reports of areas treated; reports to the Board of Trustees on a regular basis. Conducts surveillance of adult mosquito activity through traps; prepares laboratory reports of mosquito identification and counts. Ensures availability of adequate materials to conduct work activities; initiates orders for new/replacement materials. Coordinates with Treasurer and Administrative Manager to prepare and administer operating budget and capital budget for assigned area; monitors expenditures to ensure compliance with approved budgets. Ensures that GIS mapping of mosquito locations takes place; operates personal computer as needed to log and record data and generate reports and records. Performs other related duties as assigned.

Minimum Education, Training and Experience: Prefer Bachelor's degree in Entomology, Biology, Environmental Sciences, or a related field, supplemented by five (5) years of public health mosquito control experience as well as budget planning and implementation; public speaking, writing, and teaching skills. Knowledge of chemicals and techniques used in mosquito abatement; knowledge of GIS mapping technology. Knowledge of the policies and procedures of the Cache Mosquito Abatement District.

Required Certificates/Licenses: Valid Utah Driver's License is required. Must possess and maintain valid Utah Non-Commercial Pesticide Applicator's License.

**CACHE MAD
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