

**Big Wood Canal Company
American Falls Reservoir District No. 2
409 North Apple Street
Shoshone, Idaho 83352
Tel. (208) 886-2331 Fax (208) 886-2010**

Job Description General Manager

The position of General Manager is currently open. This position is responsible for the direction, supervision and coordination of the operations and maintenance of the District/Company canals, structures, and equipment and hydro plants. Ensure all work is performed in accordance with the Idaho Code, Title 42-43 for Irrigations District and Canal Companies and that all property, easements and rights of way are maintained and improved as needed.

Position Qualifications:

- 4 year college Degree or 7 years of experience in the operations and maintenance of canal systems and hydro-electric plants
- Valid Idaho State Driver's license with acceptable MVR (motor vehicle record) and successful completion of pre-employment alcohol and drug testing
- Professional Pesticide License with right-of-way and Aquatic endorsements; or the ability to obtain such within 180 days of employment
- Ability to read, understand and follow the Idaho Code, Title 42-43 for Irrigation Districts
- Desirable for individual to relocate, within Big Wood and American Falls Reservoir District Boundaries.

Desired Knowledge, Skills and Abilities:

- Knowledge of operations, services and activities of a comprehensive water distribution system.
- Ability to plan, organizes, direct and coordinates the work of lower level employees.
- Knowledge of pertinent federal, state and local laws, codes and regulations.
- Ability to analyze problems identifies alternative solutions, identify projects consequences of proposed actions and implement recommendations to support goals.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to negotiate and collaborate with others to achieve objectives.
- Ability to establish and maintain effective working relationships with the Board of Directors, staff, patrons and others contacted in the course of work.
- Ability to use Microsoft applications including Excel and Word.
- Ability to read plans and direct staff in construction activities.
- Knowledge of Budget and accounting practices.
- Ability to represent the Company/District to other Departments, elected officials and outside agencies; coordinate activities with those of other departments and outside agencies and organizations.
- Attend and participate in professional group meetings.

Supervisory Responsibilities:

- Directly responsible for the supervision of all employees and the operation of the entire system.

Supervision Received:

- The employee works under the general policies and objectives of the Board of Directors. The Manager is expected to be able to function with independence of action in carrying out the specific program goals and content and appropriate operational procedures and methods of accomplishing Board Policies and objectives.

Compensation: Pay depending on experience; Health insurance coverage for employee, Life insurance, Public Employee Retirement System of Idaho (PERSI) benefits.

Applications are available by contacting:

By Mail	In Person	E-Mail	Fax
Big Wood Canal Co. 409 North Apple St. Shoshone, Idaho 83352	409 North Apple Shoshone, Id.	lynnharmon@cableone.net	(208) 886-2010