

Director of Water Management

Caretaker is hiring a Water Management Specialist who has a positive attitude, superb organizational skills and takes pride in her/his work. This position will be responsible for developing and administering the appropriate methods to manage water programs and customer accounts, to ensure optimum utilization of water schedules, usage and billings in compliance with contracts and policies and procedures.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

The examples of functions listed in this job description are representative, but not necessarily exhaustive, of any one position in this job classification. Management may assign other functions not listed herein at its sole discretion.

- Manage all aspects of the irrigation department including irrigation techs and billing.
- Creating landscape water budgets and track water usage.
- Be proficient in ET based water systems.
- Be proficient in managing watering needs for the desert plant pallet.
- Attend board meetings and sell/upgrade current systems to smart clocks.
- Be able to speak publicly about water management.
- Primary water programs and customer relations liaison.
- Facilitate customer claims, concerns, to ensure contractual compliance, timely resolution of invoices, and effective performance and utilization.
- Design and maintain appropriate methods of tracking water deliveries and related water programs and report to management, board members, and other departments.
- Other duties assigned by management.

KNOWLEDGE, SKILLS, AND COMPETENCIES

- Minimum 2 years' experience in related field or position.
- High school diploma/GED
- Demonstrated ability to perform assignment independently and to function as a team player.
- Strong interpersonal and work relationship skills.
- Excellent professional written communication skills.
- Demonstrated ability to successfully work closely with customers and stakeholders.



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- Excellent organizational skills.
- At least intermediate level skills with Microsoft office applications and Excel.

Required Licenses: Must have a valid drivers' license and maintain a good driving record.

Interested parties, please submit your inquiries and/or resumes to
careers@caretakerinc.com or call 480-545-9755

This employer participates in E-Verify. Caretaker is a drug free and Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants.