



SUMMER INTERNSHIPS!!!

WATER PRODUCTION



Water Production
3499 West Street
Gulf Shores, AL 36542
251 968 6148

Hours 7:00 A.M. to 3:30
P.M.
Rate of Pay \$13.25
Positions Available: 1

WASTE WATER RECLAMATION



Waste Water Reclamation
2500 East 10th Street
Gulf Shores, AL 36542
251 968 7736

Hours 7:00 A.M. to 3:30
P.M.
Rate of Pay \$13.25
Positions Available: 1

GULF SHORES UTILITIES PROVIDES WATER AND WASTE WATER SERVICES WHICH INCLUDES POSITIONS IN OUR PLANTS AND FIELD SERVICES. OUR COMPANY CONSISTS OF 45 EMPLOYEES WITH 5 DIFFERENT DEPARTMENTS WHICH INCLUDES WATER PRODUCTION, FIELD SERVICE WATER, WATER RECLAMATION, FIELD SERVICE COLLECTION AND CUSTOMER SERVICE. WE ALSO HAVE AN ELECTRICAL DEPARTMENT WHICH MAINTAINS THE ELECTRICAL FOR OUR ENTIRE COMPANY AND AN ENGINEER. THIS PROVIDES OPPORTUNITY TO GROW IN A VARIETY OF DEPARTMENTS.

CUSTOMER SERVICE



Customer Service
1629 East 1st Street
Gulf Shores, AL 36542
251 968 6323

Hours 8:00 A.M. to 4:30
P.M.
Rate of Pay \$13.25
Positions Available: 1

Dates of Internship: June 5, 2023 August 4, 2023
Apply with your High School Career Coach
Orientation, Training and Uniforms Provided in
May

Contact Person: Julie Phillips, Human Resources
251 923 3337
gsuhrd@gmail.com

GULF SHORES UTILITIES

2023 Summer Intern Jobs

WATER DEPARTMENT

TECHNICIAN INTERN

Location: Gulf Shores

1 Intern Position

Basic Tasks	Assist the technician which includes getting tools or parts needed for a project Assist with line locates Able to use hand tools, shovels, hammers and rakes Perform ground maintenance at all water locations, this including pressure washing, landscaping, grass mowing, pick up trash, fence repair and painting
Physical Abilities	Lift 50 pounds with frequent lifting and carrying of objects weighing up to 25 pounds Positive and willing "to assist" attitude toward our customers Walking, standing, crouching, kneeling and body agility Pushing, pulling, reaching, stooping, repetitive motion Keen sense of discernment and perception
KSA's	Install water meters, water lines and sewer lines and fire hydrants Operate lawn mower, weed eater, pressure washer and other necessary equipment associated with assigned duties and general maintenance of facilities and grounds. Perform maintenance and repairs Inspect pump stations, take readings and record data. Able to read and follow directions Able to write legibly Clear written communication skills using proper grammar, spelling and punctuation Ability to work with others in a small environment and be a good listener Time Management Skills Math skills to make basic calculations Reading skills to understand operator manuals, directives, procedures and instructions Writing skills to maintain records, draft reports and complete forms Obtain knowledge of safety rules and operational procedures
Work Ethic	Workplace Professionalism Show up to work on time Accountable and respectful of others Adaptable and disciplined No vaping or smoking No drugs or alcohol

GULF SHORES UTILITIES

2023 Summer Intern Jobs

WASTEWATER DEPARTMENT

TECHNICIAN INTERN

Location: Gulf Shores

1 Intern Position

Basic Tasks

Assist the technician which includes getting tools or parts needed for a project
Assist with line locates
Able to use hand tools, shovels, hammers and rakes
Perform ground maintenance around locations to include manholes and pump stations, this including landscaping, grass mowing, pick up trash, fence repair and painting

Physical Abilities

Lift 50 pounds with frequent lifting and carrying of objects weighing up to 25 pounds
Positive and willing "to assist" attitude toward our customers
Walking, standing, crouching, kneeling and body agility
Pushing, pulling, reaching, stooping, repetitive motion
Keen sense of discernment and perception

KSA's

Perform grounds maintenance around manholes and pump stations, including landscaping, grass mowing, pick-up trash and fence repairs.
Perform lift station maintenance and repairs
Inspect pump stations, take readings and record data
Able to read and follow directions
Able to write legibly
Clear written communication skills using proper grammar, spelling and punctuation
Ability to work with others in a small environment and be a good listener
Time Management Skills
Math skills to make basic calculations
Reading skills to understand operator manuals, directives, procedures and instructions
Writing skills to maintain records, draft reports and complete forms
Obtain knowledge of safety rules and operational procedures

Work Ethic

Workplace Professionalism
Show up to work on time
Accountable and respectful of others
Adaptable and disciplined
No vaping or smoking
No drugs or alcohol

GULF SHORES UTILITIES

2023 Summer Intern Jobs

CUSTOMER SERVICE

REPRESENTATIVE

Location: Gulf Shores

1 Intern Position

Basic Tasks	Greet customers when entering the building Learn how to accept payments for water bills Batch and post water bill payments Answer the phone and assist customers or direct calls to appropriate person
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Physical Abilities	Positive and willing "to assist" attitude toward our customers and employees Walking, standing Pushing, pulling, reaching, stooping, repetitive motion Aware of surroundings and willing to ask questions
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KSA's	Provide courteous assistance to customers regarding account status, billing complaints and adjustments, account closures and all related customer concerns. Answer the telephone, direct calls and communicates with personnel via telephone and radio. Able to read and follow directions Able to write legibly Ability to work with others in a small environment and be a good listener Communicate with employees and customers effectively and courteously in person, and by telephone or radio Ability to use a computer and basic software (Word, Excel) and copier Able to answer phones with a smile Able to use a calculator with accuracy Able to work with numerous interruptions Able to organize and prioritize tasks Clear written communication skills using proper grammar, spelling and punctuation Time Management Skills
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Work Ethic	Workplace Professionalism Show up to work on time Provide good customer service Accountable and respectful of others Adaptable and disciplined No vaping or smoking No drugs or alcohol
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