



The City of Decatur is accepting applications for the position of Utilities Auditor. The Utilities Auditor is responsible for the overall administration and management of the water, wastewater, and storm water functions within the city.

Duties include, but are not limited to:

Manage the accounts receivable, accounts payable, and all financial posting and reporting for the Utilities departments.

Meet with the public to address concerns, as needed.

Controls the expenditures of Utility departments appropriations.

Assists the Mayor and Board of Public Works & Safety in awarding contracts.

Implementation of the Utilities long and short-term plans

Completes administrative duties to include: attending meetings, reviewing reports, completing various reports, approving department payroll, approving invoices, answering inquiries, maintaining files and records, etc.

Applications will be accepted at Decatur City Hall, 172 N 2<sup>nd</sup> St, until 4pm November 3, 2023.