



West Des Moines Water Works

Position: Customer Service Representative
Pay Range: Hourly pay of \$25.08 to \$35.84/hr
(\$52,181 to \$74,563)

Application due by August 16, 2024

West Des Moines Water Works has a full-time Customer Service Representative position available in our administrative office at 1505 Railroad, West Des Moines. Under general supervision, performs a variety of customer service tasks. This position spends the majority of their time handling routine questions and requests, including taking utility payments and requests to start/stop/transfer service. Resolves customer questions and issues by proficiently communicating utility information related to billing, water quality, and general utility information. Interacts with internal and external customers in a positive manner and upholds the utility's reputation.

Visit www.wdmww.com/employment.aspx for complete job description, job application and for additional information.

Applicants must submit a resume and application to:

West Des Moines Water Works
Attn: Employment
1505 Railroad Avenue
West Des Moines, IA 50265

Or email to: employment@wdmww.com

West Des Moines Water Works is an Equal Opportunity Employer