



5575 SW 67TH Avenue Road, Ocala FL 34474
Phone: (352) 414-5454 **Fax:** (352) 414-5461 **Cell:** (352) 624-6798

Position Vacancy Announcement

Effective 07/20/2026

UTILITY BILLING & CUSTOMER SOLUTIONS SPECIALIST

Major Functions:

This is a front-line administrative position that provides basic and semi-complex accounting and/or utility billing functions. Employees in this position will perform customer service to the members of the general public in matters related to applications for water and/or wastewater service, responding to customer utility billing inquiries and complaints, and processing of billing and collection and recording of utility payments.

Salary: Salary is dependent on license level and experience.

Pay Ranges		
Job Level	Hourly Salary	Annual Salary
Customer Solutions Specialist I	\$19.03 to \$29.85	\$39,580 to \$62,080
Customer Solutions Specialist II	\$23.36 to \$35.62	\$48,580 to \$74,080

Closing Date: Open until position is filled

Contact: Human Resources Department
5575 SW 67th Avenue Road,
Ocala FL 34474

Email: hr@blccdd.com

Please visit our website at www.blccdd.com to apply online.

Bay Laurel Center CDD is an Equal Opportunity Employer and a Drug-Free Workplace