



LAKE COUNTY DEPARTMENT OF UTILITIES

Administration Division

Wastewater Plant Superintendent

As part of our Workforce Succession Planning Initiative and to ensure a seamless transition, the LCDU is accepting resumes for the position of Plant Superintendent. The Wastewater Plant Superintendent is responsible for senior-level managerial duties associated with effectively and efficiently overseeing all aspects of wastewater treatment plant operations, including the management of operations, maintenance, and personnel at our 20 MGD Gary L. Kron WRF in Mentor, Ohio and our 5 MGD Madison WWTP in Madison, Ohio. The Plant Superintendent reports to the Director of Wastewater.

Essential Job Functions:

- Responsible for administration, operation and maintenance of entire facility. Exercises direct authority over all plant functions and personnel.
- Maintains records for all plant processes consisting of daily logs, daily/weekly/monthly operation records.
- Prepares state and federal monthly and annual operating reports, monthly sludge disposal reports, operating budget reports, incident reports, personnel reports, accident reports, research project reports, etc., or any other report requested by federal, state, local agencies or the Lake County Department of Utilities.
- Prepares plans for permanent improvement in plant operation, determines adjustments in processes for effective operation and provides these recommendations to management.
- Schedules the operation supervision duties including process modifications, modes of operation, pilot studies, maintenance, and staffing.
- Troubleshoots operational process upsets and/or interference and provides technical expertise and recommendations to correct these operational problems to maintain discharge compliance.
- Provides on-the-job training to new employees and in-house sessions to provide training in new operational techniques, process changes, safety, and state operator certification. Plans, organizes, coordinates, evaluates and otherwise supervises the work of subordinates. Prioritizes and schedules work assignments. Instructs plant personnel on safety precautions and methods. Effectively recommends and initiates disciplinary actions. Hears employee complaints and adjusts or recommends disposition of their grievances.
- Assists in the preparation of the annual operating budget for the wastewater treatment facility. Participates in interview process for potential employees and makes recommendation regarding appointment.

Minimum Qualifications:

105 Main Street • P.O. Box 490 • Painesville, OH 44077 • P: (440) 350-2645 • P: (440) 918-2645

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Applicants must have a high school diploma/GED, drug screen, and a valid Ohio driver's license are required. Candidates must possess a valid Ohio EPA Class IV Wastewater Treatment Operator Certificate. **Candidates, without a valid Class IV license, who have applied for and been granted approval for the Ohio EPA Class IV Wastewater Treatment exam are encouraged to submit.**

Knowledge, Skills and Abilities:

A candidate for this position must exercise independent judgement, demonstrate strong interpersonal skills, display effective communication and leadership to promote employee growth and development, exhibit sound decision-making when faced with complex or unique situations, utilize discretion, consistently deliver excellent customer service, and possess strong skills in verbal and written communication, time management, and analytical thinking.

Job Type: Full Time

Pay:

Based upon qualifications.

Fringe Benefits:

- Medical, Dental, Rx, Vision, Telemedicine, Gym Membership, EAP
- 12 Paid Holidays
- Sick (4.6 hrs./pay), Vacation (3.1 hrs./pay), Personal Days (6/yr. from sick time), Overtime, Compensation Time
- PERS 10% employee contribution with 14% employer contribution, Deferred Compensation, Public Student Loan Forgiveness
- Company vehicle provided.

Apply at <https://lakecountyohio.isolvedhire.com/jobs/>, or 105 Main Street, Painesville, OH, 44077. Please reference job #2024-12 for the GLK facility, or job #2024-13 for the Madison facility.

**An Equal Opportunity Employer
M.F.H.V.**