

## Water Works Superintendent

City of Geneva

**Job Description:** This position is responsible for the daily operation of the City's Water Distribution system and supervision of all department personnel. The Water Works Superintendent is also responsible for scheduling repairs and preventative maintenance to vehicles, pumps/motors, fire hydrants, valves, equipment, and/or any other assets necessary to perform the duties of the department. Must be able to keep track of inventory, assist in planning of water projects, maintain compliance with Ohio EPA, and maintain departmental budgets. Must be available for after-hour call outs in emergency situations.

**Minimum Experience/Qualifications:** Must have a high school diploma or equivalent; an Environmental Protection Agency Certification Class I Water Distribution License is desirable or the ability to obtain same within three years, extensive knowledge of water distribution systems along with five (5) years of progressively responsible experience in management and the ability to supervise various aspects of distribution; Valid State of Ohio Commercial Driver's License, minimum of a Class B with tanker endorsement, or the ability to obtain one within one (1) year of employment; provide excellent customer service.

Send resume and cover letter to City of Geneva, HR Dept., 44 North Forest Street, Geneva, Ohio 44041, or submitted electronically at [administration@genevaohio.gov](mailto:administration@genevaohio.gov). The City of Geneva is a Drug Free Workplace and Equal Opportunity Employer.