

WRD SUPERVISOR

Water Resources Department - Maintenance Division

Full-Time, Non-Exempt, Classified Position

Pay Range B, Starting Hourly Rate: \$23.18

Monday - Friday, 7:30 - 3:30 pm, Subject to Recall, Evenings and Weekends Possible.

Completion of high school education or GED equivalent. Undergraduate major core course work in a science related field desired. Must possess and maintain Ohio Environmental Protection Agency license and/or certification (Class 2 Ohio Water Distribution/Class 2 Ohio Wastewater Collections system) as required for the position. Ten years increasingly responsible experience in distribution/collection systems operations. Prior supervisory experience desired. Must be enthusiastic, team oriented, and possess the leadership skills to work smoothly with all staff members. Must be able to understand, follow, and enforce County safety procedures.

Must be able to adapt to changing regulations and situations in order to maximize efficiency. This position involves exposure to extreme temperatures, loud noises, fumes, and inclement weather. The work involves moderate lifting, pushing, pulling crouching, stooping and bending. Work is performed in close proximity to motorized equipment and power tools. Position requires no more than normal vision and hearing acuity. Must be able to traverse rough terrain. Exposure to unfavorable health or safety conditions is frequently present. Must have and maintain a valid driver's license.

Under the general direction of the Assistant Director of Operations, manages operations of the distribution/collections system facilities to ensure compliance with all state and federal statutes, County Rules and Regulations and Water Resources Department operational needs. Supervise operations of the distribution/collections system facilities. Insures compliance with governing regulatory standards. Supervises lower level personnel as assigned; assigns work, evaluates performance, administers discipline. Establishes and implements activity based costing program for all activities performed.

Administers training programs in distribution/collections operational procedures, safety and operational inspections. Ensures that distribution/collection systems are maintained in an orderly and clean condition.

Prepares and tracks budgets, develops work plans. Authorizes expenditures and purchases. Reviews design drawings and specs for plant process and mechanical equipment installations. Confers with contractors and consulting engineers to provide input for expansion projects, prepares and administrators contracts for materials and services, including bid review, distribution/collection design and construction. Develops and prepares operation and maintenance manuals as well as standard operating procedures (S.O.P.'s) for distribution/collection systems.

Works alone or with other persons in short- or long-term team projects to resolve problems or conflicts in any area of county operations or to complete assigned projects at the direction of any county supervisor or Department Head when assigned. Participates in cross-training and maintains proficiency in area of cross-training as necessary. New and other related duties as assigned. Works aggressively to reduce or eliminate safety/risk concerns in current position or work location.

May Be Required to Demonstrate Proficiency by testing. "R" = Required Pre-Hire; "D" = Desired, may be available Post-Hire.

Communications Skills - R

Team Building Skills - R

Computer Skills - R

Microsoft Applications - R

Defensive Driving - D

Supervisory Training - R

Time Management - D

OEPA License as specified - R

Budget Skills - D

CDL (Class A or B) - D

Advanced Plant Operator Training - R

Staff Development - D

Apply at: <https://clermontauditor.munisselfservice.com/employmentopportunities/default.aspx>

Open until filled.