

# Plant Supervisor

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## Position Details

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### Job Information

<b>Appointing Authority</b>	Summit County Executive Ilene Shapiro
<b>Department/Division</b>	Executive, Department of Sanitary Sewer Services
<b>Full Time/Part Time</b>	Full Time
<b>Regular/Temporary</b>	Regular
<b>Work Schedule</b>	Monday – Friday, 7:00 am to 3:00 pm. Some evening and weekend work hours will be required.  Schedule is subject to change.

### Job Description

Under general direction; supervises employees involved in the operation, general servicing and maintenance of water/wastewater treatment facilities, and pump stations; plans for transportation of waste products; performs operational tasks; performs and/or supervises the sampling of effluents; assists in preliminary planning for plant expansions and/or modification processes. Performs other related duties as required.

### Required Qualifications

**Any combination of training and work experience which indicates possession of the skills, knowledge and abilities listed below.**

Completion of a high school equivalent education plus advanced study and practical experience of five (5) years performing at the level of Wastewater Treatment Plant Operator and/or performing operations and comprehensive maintenance work using the required disciplines, plus proven supervision/crew leader experience. Wastewater Treatment Plant Operator Class three (3) license is required.

### Preferred Qualifications

Commercial License (CDL) with Class 'B' endorsement preferred. An 'N' endorsement may be required depending on the specific position to be filled.

### Pre-Employment Testing Requirements

Criminal Background Check, Pre-employment Drug and Alcohol Testing

### Work Environment

**The Work Environment characteristics described here are representative of those that an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- An employee will be exposed to the various hazards associated with wastewater treatment plants equipment.
- Related pumping equipment and chemicals under all types of weather conditions.
- Will be exposed to waters containing contaminants.

### Physical Demands

**The physical demands described here are representative of those that an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- While performing the duties of this position, the employee is required to travel to and access the various assigned work sites, other offices and agencies, institutions and businesses.
- Employee must demonstrate physical fitness and agility and move whole body in continuous labor.
- Regularly required to lift up to 75 lbs; to move limbs and fingers easily to perform manual functions repeatedly; standing, talking, hearing, seeing, standing, walking, sitting, climbing, balancing, stooping, kneeling, crawling, pushing, pulling, feeling

sitting, climbing, balancing, stooping, kneeling, crawling, pushing, pulling, reeling, reaching, lifting, grasping, twisting above the waist, bending at the waist, climbing

ladders, entering crawl spaces, exertion of force.

•Job requires performance of heavy manual labor, use hands to finger, handle, or feel and perform and repetitive motions; move whole body in continuous or heavy labor, push and utilize a tow motor, snow blower, hand and power tools, and other heavy equipment to accomplish job duties.

•Specific vision abilities required by this job include close vision, distance vision, color vision and peripheral vision.

•Employee shall meet all job safety requirements and all applicable PERPP/OSHA safety standards while performing the essential functions of the job

### Licensing/Certification

•Possession of valid driver's license, if utilization of a motor vehicle to perform the essential functions is required.

•Must maintain current certifications, licenses.

•Meet and maintain eligibility requirements for bonding.

### Additional Information

### Job Duties

#### Job Duty Name

Plant Supervisor Job Functions

#### Description of Job Duty

**The duties listed below are intended to depict tasks performed by this classification.**

Supervises personnel in the operation of water/wastewater treatment plants and/or assists in the operation of larger plant facilities and equipment (e.g. plans and coordinates routine and other service requirement work assignments; trains and evaluates employee work performance; approves leaves, recommends commendation and discipline as necessary; receives and adjusts employee grievances within agency guidelines, etc.); analyzes operations and recommends improvements and/or revisions in procedures; implements, controls and follows up on department policy and procedures; serves as a crew chief performing various work tasks involving operations/repair of equipment.

Prepares comprehensive EPA, management, and safety reports from the daily collection of plant/pumping data (e.g. chemical test levels, flow data, equipment operation data, etc.); maintains treatment plant records and provides for their accuracy and security; develops operational and maintenance schedules; sets up, coordinates and/or conducts training programs in plant operations, sample collection, maintenance, equipment, and safety techniques; makes periodic safety inspections (e.g. equipment, facilities, personnel and their protective equipment, etc.).

Performs or supervises the performance of biological sample collection; determines level of treatment based upon laboratory test data; adjusts chlorine feed rate and automatic controls; assists Plant and Pump Station Superintendent with planning for equipment/facility expansion and/or modification, costing, and annual budgeting process.

Maintains, repairs, and operates and/or supervises the maintenance, repair and operation of a variety of wastewater treatment facility equipment; advises and assists in the operation or repair of other related department equipment (e.g. lubrication of moving parts, removal and replacement of worn parts, general housekeeping/rounds, etc.); may operate a tank truck and other equipment; inspects plants and pump stations to determine if equipment is operating at prescribed efficiency levels.

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## Requisition Details

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### Requisition Details

<b>Requisition Number</b>	C/U - 0052022-P
<b>Working Title</b>	Plant Supervisor
<b>Posting Type</b>	External/Public Posting
<b>Number of Vacancies</b>	1
<b>Advertised Salary</b>	\$51,355.20 – \$62,878.40 annually
<b>Open Date</b>	01/10/2022
<b>Close Date</b>	
<b>Open Until Filled</b>	Yes

### Special Instructions Summary

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## Supplemental Questions

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Required fields are indicated with an asterisk (\*).

1. \* Do you possess a valid wastewater treatment plant operator license as issued by the State of Ohio? If yes, indicate which you currently hold.
    - None
    - Class A: Operator-In-Training
    - Class I
    - Class II
    - Class III
    - Class IV
  2. \* Which best describes your experience in wastewater treatment work?
    - 1 - 3 Years
    - 3 - 5 Years
    - 5 - 10 Year
    - More Than 10 Years
  3. \* Which best describes your supervisory experience?
    - None
    - Less than two years
    - Two years
    - Three years
    - Four years
    - Five years
    - Six or more years
  4. \* Do you have a valid State of Ohio vehicle operator's license?
    - Yes
    - No
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## Documents Needed to Apply

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### Required Documents

None

### Optional Documents

1. Resume
2. Cover Letter

If you are interested in the position please go to this link: <https://jobs.summitoh.net/postings/22898>