

Job Opportunity: General Manager with Southwest Regional Water District in Hamilton, OH

Are you a strong leader with the ability? Do you pride yourself on your excellent communication? If so, then we have an exciting opportunity for you.

As the **General Manager** with Southwest Regional Water District, you will report directly to the Board of Trustees and is responsible for recommending and carrying out Board of Trustees' policies, directing District operations, controlling District expenditures, and overseeing all programs and activities of the District in compliance with all governmental agencies' rules and regulations. The General Manager provides direct supervision to Operations, Business and Engineering functions of the District and ensures implementation of both short and long-term organizational plans.

Responsibility includes:

- Manages and oversees supervision of staff to include assigning work; developing and conducting performance evaluations; conflict resolution; staff trained; established policies and procedures; maintaining a healthy and safe working environment; recruiting for vacant positions; developing job descriptions; implementing hiring and administering disciplinary actions when necessary.
- Develops, plans, and recommends to the Board goals, objectives, strategies, policies, procedures, and staffing plans that conform with the approved budget. Recommends amendments to the Organizational Chart, Personnel Policy Manual and Position Descriptions for Board approval.
- Analyzes, reviews, and develops administrative and operational systems and procedures to ensure effectiveness of programs and compliance with internal and external requirements.
- Represents the Board and the District with various governmental agencies, community groups and businesses, professional and other organizations.
- Responsible for compliance with U.S. and Ohio Environmental Protection Agencies rules and regulations as well as compliance with other State, Federal, and Local laws, and regulations.
- Attends all regular and special meetings of the Board of Trustees and presents reports to the Board of Trustees as well as the General Manager's report at the Annual Meeting of Customers.
- Directs preparation of annual budgets and forecasts to assure the District maintains a financial ability to meet annual operating and maintenance expenses and complies with all long-term revenue bond covenants.
- Attends State and National water conferences and seminars.
- Implements and maintains an effective acquisition/purchasing program for the District.

- Develops and implements customer and developer rules and regulations for consistent and nondiscriminatory application as well as effective customer service procedures to address water user complaints, questions, and comments consistent with Board regulations.
- Negotiates bargaining unit agreements and maintains effective relations with the labor union representing the District's organized employees.
- Administers the Personnel Policy Manual as adopted by the Board of Trustees, creates, and enforces administrative and operational policies as well as Standard Operating Procedures.
- Performs related duties as required by the Board of Trustees.

You must have:

- Bachelor's Degree in management, finance, business administration or related field.
- At least five years of progressively responsible experience in public administration including supervisory experience.
- An equivalent combination of education and experience sufficient to successfully perform the essential functions of the position listed above.
- Water utility management experience and experience working with regulatory agencies preferred.
- Ohio EPA Water Supply or Distribution license preferred.

Southwest Regional Water District is a political subdivision of the state of Ohio organized under Chapter 6119 of the Ohio Revised Code. The District serves safe drinking water to approximately 15,800 customer connections within its service area, which primarily includes western Butler County, Ohio, but also includes parts of Hamilton, Preble and Warren Counties. The District's water system includes more than 650 miles of water mains, two water production and twenty-five water storage facilities. The original design of the distribution system was for domestic flow, but some areas also provide fire flow protection.

The District is governed by a nine-member board of trustees elected by customers of the District at an annual meeting held each March. The trustees serve three year terms, with the terms of three members expiring each year. The board of trustees is charged by statute with the duty of adopting rules and regulations for the governance of the District.

Don't miss out! Come join a growing company with a competitive salary, incentive programs, and a strong benefit package. If you have the required experience and qualifications, please apply online at <https://grnh.se/ae645b313us> or email job@strategichrinc.com!

Employer is EOE/M/F/D/V. Please no third-party candidates or phone calls.