



LAKE COUNTY DEPARTMENT OF UTILITIES

Administration Division

Wastewater Collection System Maintenance Manager

The Wastewater Collection System Maintenance Manager is responsible for the Capacity, Management, Operation, and Maintenance (CMOM) program to help provide a high level of service to customers and reduce regulatory noncompliance.

Essential Job Functions:

- Scheduling maintenance, cleaning, repair and inspection of the wastewater collection system. Plants, organizes, coordinates, evaluates and otherwise supervisors the work of staff employees.
- Orders supplies and materials necessary for the effective maintenance of the wastewater collection system.
- Maintains records of all collection system maintenance schedules and inventory.
- Provides reports, including maintenance back log reports, summation reports listing totals of work completed, budget reports and equipment failure analysis reports.
- Responds to calls from customers regarding repair and maintenance of the collection system.

Minimum Qualifications:

Applicants must have a High School diploma or GED, a valid Ohio Driver's license with a safe driving record, and possess an Ohio EPA **Wastewater Collections Class II** certification or higher is desired. A science/Engineering associate degree and six (6) years' supervisory and wastewater collection system maintenance experience or equivalent is ideal.

Knowledge, Skills and Abilities:

Candidates for this position must have the ability to manage and supervise the collection system operations, be able to read and interpret detailed engineering plans and specifications, and work effectively with other agencies both internal and external to Lake County including coordination of project activities with other county departments, public or private utilities, and contractors. Applicants should have experience dealing with OEPA sanitary sewer overflow reporting and electronic work orders. Candidates should have the ability to maintain records of collection system maintenance, repair, and construction activities and keeping track of collection system assets. A candidate for this position must exercise independent judgement, demonstrate strong interpersonal skills, display effective communication and leadership to promote employee growth and

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development, and exhibit sound decision-making when faced with complex or unique situations. This management position supervises six employees, requires “on call” overtime, shift, weekend and holiday work, as well as flexible hours and rotating days.

Job Type: Full Time

Pay:

Based on qualifications of the candidate

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

Send resumes to Kelly Andino at LCDUJobs@LakeCountyOhio.gov, or 105 Main Street, Painesville, OH, 44077 by May 8, 2022. Please reference job #2022-21.

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