



LAKE COUNTY DEPARTMENT OF UTILITIES

Administration Division

Water Plant Superintendent

The Water Plant Superintendent for our 20 MGD Aquarius Water Treatment Plant in Willoughby, Ohio is responsible for senior-level managerial duties associated with effectively and efficiently overseeing all aspects of water treatment plant operations, including the management of 20 employees in the operations and maintenance departments.

Essential Job Functions:

- Performs human resource management and public relations duties. Analyzes and adjusts work procedures for maximum efficiency. Develops and implements plant personnel training procedures. Resolves conflicts between individual needs and requirements of the Department. Motivates and manages the performance of employees.
- Scheduling of supervisory, housekeeping, process modifications, modes of operation, pilot studies, buildings and grounds maintenance, and staffing activities. Determines flow rates and acceptable treatment practices for effective operations and regulatory compliance. Troubleshoots operational processes upsets and/or interference and provides technical expertise and recommendations to correct these operational problems to maintain compliance. Identifies, plans, reviews, and researches and develops plant improvements. Prepares plans for permanent improvements in plant operation, determines adjustments in processes for effective operation.
- Prepares, monitors and manages the annual operating budget. Prepares operational budget reports.
- Performs record keeping and report duties. Analyzes and interprets data. Prepares concise and meaningful reports. Demonstrates strong business and technical writing skills. Responsible for record keeping of all performance, operations, and water quality records for the plant and related facilities. Responsible for any report requested for federal, state, local agencies or the Lake County Department of Utilities. Assists in the development of facility goals, workforce plans, and long-term strategic objectives.
- Regulatory duties including interpreting and reviewing compliance with applicable policies, procedures and treatment process. Directs plant treatment policy with regard to local, state, and federal regulations. Prepares state and federal monthly and annual operating reports.

Minimum Qualifications:

A high school diploma/GED, drug screen, and a valid Ohio driver's license are required. The candidate should possess an OEPA Class IV Water Supply Certificate. A Science/Management bachelor's degree and eight (8) years' supervisory experience in drinking water operations or equivalent is preferred.

Knowledge, Skills and Abilities:

Experience with large, complex capital improvement projects is preferred. A candidate for this position must exercise independent judgement, demonstrate strong interpersonal skills, display effective communication and leadership to promote employee growth and development, exhibit sound decision-making when faced with complex or unique situations, utilize discretion, consistently deliver general customer service in a professional fashion, and possess strong skills in verbal and written communication, time management, and analytical thinking.

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Job Type: Full Time

Pay: Salary will be based on qualifications.

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
- County vehicle will be provided

Send resumes to Kelly Andino at LCDUJobs@LakeCountyOhio.gov, or 105 Main Street, Painesville, OH, 44077 by June 26, 2022. Please reference job #2022-32.

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