



## LAKE COUNTY DEPARTMENT OF UTILITIES

### Administration Division

#### **Wastewater Industrial Pretreatment Supervisor**

The Wastewater Industrial Pretreatment Supervisor is responsible for the technical and entry-level managerial duties associated with the oversight of wastewater discharge by industrial facilities into publicly owned treatment systems.

#### **Essential Job Functions:**

- Supervises the industrial inspection and monitoring program. Ensures that Industrial Pretreatment Inspectors follow all safety programs, sample collection and preservation procedures, record keeping, reporting requirements, flow monitoring procedures and promotion of good public relations.
- Maintains computerized records for all Industrial Pretreatment sampling and monitoring activities. Provides reports on all industrial monitoring activities.
- Schedules and supervises all industrial inspections and monitoring on-site visits. Plans, organizes, coordinates, evaluates and otherwise supervises the work of subordinates. Prioritizes and schedules work assignments. Trains employees and instructs on safety precautions and methods. Responsible for administration of discipline, effectively recommends and initiates disciplinary actions. Hears employee complaints and adjusts or recommends disposition of their grievances.
- Assists the Industrial Pretreatment Coordinator in duties to ensure the most efficient and effective program operation and enforcement of regulatory requirements of the Industrial Pretreatment Program.
- Identifies and analyzes sources of pollution to determine impact on POTW and provides technical expertise and recommendations to effectively pre-treat the industrial waste stream.
- Determines data collection methods and procedures for research projects and surveys and compiles information in report form.
- Provides training sessions in new sampling and flow measurement techniques, safety programs, regulations and site-specific safety concerns.

#### **Minimum Qualifications:**

A high school diploma/GED and a valid Ohio driver's license. Four (4) years' experience in industrial water treatment or equivalent, with training in supervisory techniques is preferred. Applicant must possess an Ohio EPA Class I Wastewater License.

105 Main Street • P.O. Box 490 • Painesville, OH 44077 • P: (440) 350-2645 • P: (440) 918-2645

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#### **Knowledge, Skills and Abilities:**

Experience demonstrating advanced familiarity with monitoring, inspecting, sampling and flow measurement of wastewater discharge from industrial facilities, overseeing sewer lines, appurtenances and special structures, ensuring discharge compliance regarding state and federal requirements, operating and maintaining technical devices, instruments and equipment, maintaining records, providing on-the-job training, motivating and managing the performance of staff, coaching, counseling and workforce monitoring. Applicants should exercise independent judgement, demonstrate strong interpersonal and leadership skills, exhibit sound decision making, utilize discretion, consistently deliver general customer service in a professional fashion, and possess strong skills in verbal and written communication, organizational abilities, time management, and analytical thinking. This position may require overtime, shift, weekend and holiday work, as well as flexible hours and rotating days.

**Job Type:** Full Time

**Pay:** Starting salary is \$27.50/hr.

#### **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

Send resumes to Kelly Andino at [LCDUJobs@LakeCountyOhio.gov](mailto:LCDUJobs@LakeCountyOhio.gov), or 105 Main Street, Painesville, OH, 44077 by October 30, 2022. Please reference job #2022-49.

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