



## **ASSISTANT ENVIRONMENTAL SERVICES DIRECTOR**

**Town of Culpeper**

**Salary Range - \$74,874.98 - \$119,799.97**

The Town of Culpeper's Environmental Services Department is seeking qualified applicants for an Assistant Environmental Services Director. The Environmental Services Department is responsible for both the production of clean drinking water and wastewater treatment.

The successful candidate will perform difficult technical work supervising the operation and maintenance of a 6 MGD wastewater treatment plant and 4 MGD water treatment plant; provide administrative oversight of departmental functions; interact with consulting engineers regarding development of significant capital improvement projects, process changes and upgrades and equipment upgrades; assist with development of annual departmental operations and capital improvement budgets; assist with development of departmental plans, policies and procedures; draft and develop requests for proposals/bids; administer contracts for services obtained through outside contractors; develop cost trend analysis documents for water and wastewater funds; prepare and submit a variety of local, state and federally mandated reports; and perform other duties as assigned.

Candidate must have thorough knowledge of principles and practices of treatment plant operation, planning and design; thorough knowledge of federal and state regulations governing the operation of wastewater treatment facilities and water treatment facilities; thorough knowledge of the occupational hazards of the work and of necessary safety precautions; and ability to plan, schedule and direct the work of subordinate operators.

Minimum Qualifications: Any combination of education and experience equivalent to graduation from an accredited college or university, or high school supplemented by college level courses in chemistry, biology or plant operations and extensive experience in wastewater treatment plant and water treatment plant operations, including some supervisory experience.

Application and complete job description are available on our website at [www.culpeperva.gov](http://www.culpeperva.gov).

Open until filled.

**EOE**