

Water/Wastewater Administrator - City of Chesapeake

\$83,357-\$110,449 annually [Depending On Qualifications]

JOB DESCRIPTION

Are you looking for an exciting position with a diverse, hard-working and talented group of people dedicated to serving customers? Do you excel in a dynamic environment with diverse challenges and opportunities? Do you enjoy problem solving and helping others excel? If your answers are "Yes!" consider joining our Team in providing essential public services every day in Virginia's second largest City!

As the Water/Wastewater Administrator you will lead the team of over 110 employees responsible for operations and maintenance of the City's water distribution and wastewater collection systems, including over 1,900 miles of pipe and 280 sewer pump stations.

This is an advanced level supervisory management position with significant field and administrative responsibilities for planning and delivering program services, responding to emergency situations, and supervising personnel. Requirements include evening and weekend hours and response to emergency situations.

The selected candidate will manage, supervise, and participate in a wide range of maintenance and repair related projects and activities. They will develop and implement programs including but not limited to developing employees; providing job and safety training; reducing infiltration/inflow; ensuring OSHA compliance; developing and managing the \$16.6 million annual budget; representing the Public Utilities Department to outside agencies and customers; and defining and prioritizing in-house and capital projects.

Typical tasks include:

Supervising and directing section superintendents and administering personnel actions including selection, evaluation, and training of subordinate employees.

Developing and implementing solutions for diverse field challenges.

Representing the front-line of utility interaction with our customers, ensuring our team provides outstanding service to our City Council, our community, our customers, and other City staff.

Providing excellent service with a focus on long-term solutions, ensuring fiscal responsibility and sustainability.

Establishing and implementing policies to ensure compliance with divisional, departmental, and regulatory agency policies, procedures, and standards.

Developing plans including goals, programs, projects, and schedules, and overseeing maintenance and operations for water and wastewater systems including water distribution mains, service lines, wastewater gravity mains, force mains, pump stations and related equipment.

Developing, controlling, and administering divisional operational and capital improvement budgets including performing cost analysis and projections.

If this sounds like a good fit, please apply for this exciting position in the City that truly cares for its residents.

REQUIRED QUALIFICATIONS

VOCATIONAL/EDUCATIONAL REQUIREMENTS:

Requires a bachelor's degree in civil engineering or a closely related field.

EXPERIENCE REQUIREMENTS:

In addition to satisfying the vocational/education standards, this class requires a minimum of six years of related, full-time equivalent experience.

SPECIAL CERTIFICATIONS AND LICENSES:

Requires a valid driver's license and a driving record that is in compliance the **City Driving Standards**. Either a Professional Engineer (PE) license or, in lieu of a PE license, an additional four years of advanced experience, is required.

SPECIAL REQUIREMENTS:

Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies.

PREFERRED QUALIFICATIONS

Project Management
Knowledge of emergency management
Knowledge of safety principles related to construction
Knowledge of VA Procurement Law
Professional Engineer License

Job Open Date: 12/07/2021

Job Close Date: 02/10/2021

Applications may be submitted by visiting the Chesapeake's employment opportunities website at

<https://jobs.cityofchesapeake.net/postings/5983>