



Water Plants Supervisor

ESSENTIAL FUNCTIONS:

- Supervise the operation and maintenance of the Cleveland Filter Plant, Waterville Springs, and the Hiwassee Utility Commission Filtration Plant to ensure compliance with PWSID/NPDES permit regulations as well as efficient operation of facilities.
- Prepare and submit regulatory reports on water treatment compliance and permit requirements. Ensure the water treatment plants and all compliance records are maintained as required by the TDEC Sanitary Survey requirements.
- Supervise and assist water treatment plant Chief Operators.
- Monitor water distribution system to determine trends and assist in pump schedule changes, problems, and pump operation schedules.
- Develop and implement water treatment as well as operations standard operating procedures for all water treatment plants.
- Submittal of work orders and work order tracking using Computerized Maintenance Management Software (CMMS).
- Track, prepare, and submit expense as well as capital needs information.
- Analyze unit cost reports to monitor and determine optimal plant production schedules and staffing levels.
- Requisition purchase orders and approve invoices for the water treatment facilities.
- Review engineering plans and coordinate contractor/project schedules for water treatment facility projects.
- Assist engineering and management in determining future water treatment requirements.
- All other duties as assigned by manager.

PERSONAL REQUIREMENTS:

- Bachelor of Science Degree (four-year accredited college/university) Required: Field of Study in Engineering, Preferred; or Chemistry, Biology, Environmental Science.
- Operation of water treatment plant preferred.
- Grade IV Water Treatment Plant Operator License or ability to obtain in 2 years.
- Ability to work well with others while demonstrating a positive attitude.
- A valid Class "D" Tennessee Driver's License.
- Available to work after hours when needed.

PERSONAL QUALIFICATIONS:

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| • Leader | • Communicator both Oral/Written |
| • Manager | • Ethical |
| • Problem Solver | • Self-Confident |
| • Decision Maker | • Analytical Skills |
| • Detail Oriented | • Time Management |
| • Interpersonal | • Mechanically and Process oriented |

PHYSICAL REQUIREMENTS:

- Ability to lift material weighing up to 50 pounds.
- Ability to wear Personal Protective Equipment (PPE) – Ability to wear self-contained breathing apparatus for extended periods of time.
- Ability to ingress/egress confined spaces i.e. treatment basins.
- Ability to work in extreme weather conditions.

Qualified applicants should submit a resume by Friday, August 16, 2024, to:

CLEVELAND UTILITIES AUTHORITY
ATTN: HUMAN RESOURCES
POST OFFICE BOX 2730
CLEVELAND, TN 37320-2730
Or email to dhitch@clevelandutilities.com

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