



Water Treatment Plant Superintendent

Classification

Exempt

Salary Range

Grade VIII (\$78,000 - \$120,000)

Reports to

Operations Manager

Date

September 30, 2026

JOB DESCRIPTION

General Summary/Objective

Under minimal supervision, oversees the operation and maintenance of the District's membrane filtration water treatment plant. Provides leadership and technical oversight of plant operations, water quality, regulatory compliance, maintenance, and Water Treatment Plant personnel. Ensures the safe, reliable, and efficient operation of the facility in accordance with applicable state and federal requirements and District policies and procedures.

Essential Functions

1. Oversee the day-to-day operation and maintenance of the Water Treatment Plant and associated treatment processes and equipment.
2. Provide leadership, direction, and technical support to Water Treatment Plant personnel and establish standards for operational performance, safety, reliability, and water quality.
3. Oversee the monitoring of gauges, controls, treatment processes, and operating conditions to ensure effective and efficient plant performance.
4. Ensure required samples are collected, analyzed, and submitted in accordance with established schedules and regulatory requirements.
5. Calculate and oversee proper chemical dosages necessary to treat, disinfect, deodorize, and purify water.
6. Oversee the adjustment, maintenance, troubleshooting, and repair of chemical feeders, pumps, membrane filtration equipment, and other Water Treatment Plant equipment and systems.
7. Maintain knowledge of the District's membrane filtration process and associated water treatment technologies and ensure treatment processes are operated effectively.
8. Oversee water quality sampling and prepare, review, and maintain operational, water quality, regulatory, and other reports required by the District and applicable state and federal agencies.
9. Participate in the development and monitoring of the Water Treatment Plant operating budget and assist in identifying equipment, maintenance, and capital needs.

10. Promote and enforce safe work practices and ensure compliance with applicable safety procedures and requirements.
11. Communicate effectively with District management, employees, regulatory agencies, vendors, contractors, and the public as necessary.
12. Attend classes, seminars, meetings, and other professional development opportunities and review industry publications and technical information to remain current on developments in water treatment, membrane filtration, water quality, regulatory requirements, and related technologies.
13. Work with engineers and vendors to determine best practices and new developments in the industry.

Competencies

Leadership | Ethical Conduct | Personal Credibility | Technical and Operational Knowledge | Problem Solving and Decision Making | Communication | Regulatory Compliance | Safety Awareness

Supervisory Responsibility

This position has supervisory responsibility for Water Treatment Plant personnel and is responsible for providing leadership, direction, performance expectations, and operational oversight for the Water Treatment Plant.

Work Environment

While performing the duties of this job, the employee is required to work indoors. Work environment can include loud noises, mud, grease, oil, dirt, water, chemicals, and other related conditions. Operate and work with a variety of equipment and machinery. Occasionally work areas will have temperature and humidity changes, dust, fumes, gases, oils, solvents, and other chemicals, moving machinery, high noise levels, slippery or uneven surfaces. There is frequent use of hazardous chemicals including chlorine and fluoride.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to use hands and fingers to handle, feel or operate objects, tools, or controls, and to reach with hands and arms. The employee is frequently required to talk and listen. Good vision including depth perception and the ability to recognize colors are necessary.

Position Type/Hours of Work

This is a full-time position of 40 hours per week.

Required Education and Experience

- A high school diploma, or GED.
- Valid Grade IV Water Treatment Plant Operator License is required.
- Minimum of five years of experience in water treatment plant operations required.
- Supervisory experience is required.

Additional Eligibility Qualifications

- A valid Driver's License is required.

EEOC Statement

Hendersonville Utility District is an equal opportunity provider and employer.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Signature below constitutes the candidate or employee understands the requirements, essential functions, and duties of the position.

Candidate/Employee_____ Date_____