

TRINITY BAY CONSERVATION DISTRICT

EMPLOYMENT OPPORTUNITY

JOB TITLE: WATER SUPERINTENDENT

REPORTS TO: OPERATIONS COORDINATOR

DEPT: WATER/SEWER

SALARY: D.O.E.

APPLICATION DEADLINE: UNTIL FILLED

DUTIES AND RESPONSIBILITIES

Essential Job Functions: Must possess strong leadership skills, with the ability to effectively manage work crews. Should be capable of planning, prioritizing and coordinating jobs, personnel and equipment to ensure efficient operations. Must be proficient in reading blueprints and technical drawings, with the ability to create maps and interpret map scales accurately. Responsible for ordering materials in advance for projects. Coordinate utility locates. Meet with pipeline representative and other utility contacts to prepare for upcoming jobs. Must be able to investigate damaged lines and maintain detailed records for insurance claim purposes. Must be skilled in installing new water and sewer taps, fire hydrants and grinder stations, with a thorough understanding of their operation. Must have experience in handling irate customers, citizens and employees effectively and professionally. Ability to prepare board reports for monthly meetings, summarizing recent progress in new installations, repairs, maintenance, and ongoing projects. Must be able to provide clear direction and communicate our plans for managing and supporting the district's growth effectively.

Other Job Functions: Perform other duties as assigned.

WORKING CONDITIONS

Works indoors and outdoors in all types of weather; works in trenches and ditches in a plant environment. Exposed to mechanical, electrical, chemical and gas vapor hazards. Must be available to work Monday - Thursday 7:00 a.m. 5:30 p.m. subject to being called out 24 hours a day. May be required to work weekends and rotating shifts according to proposed TCEQ regulations.

MINIMUM ESSENTIAL QUALIFICATIONS

Knowledge: Must have knowledge of daily operations related to water and sewer line maintenance and repairs within public water and sewer systems. Familiarity with TCEQ rules and regulations is required, including protocols for water chlorination treatment, trenching, digging safety, and shoring practices.

Skills/Abilities: Must have the ability to read, write, make decisions, perform mathematical calculations using a calculator, supervise and manage personnel; ability to perform physical and chemical tests on water/wastewater samples; use hand tools and perform minor maintenance on equipment; conduct technical and non-technical training and deals with the public; ability to set up and program automatic samplers; ability to troubleshoot problems.

Physical Requirements: Essential: Constantly sees and hears; frequently uses a calculator, drives, stands, writes by hand, operates a PC, enters data, answers a telephone, reads, reaches, operates a 2-way radio, sits and walks, runs, stoops, crouches, sorts, twists body, climbs, carries, holds and pulls objects weighing up to 70 lbs., squats, uses physical dexterity, uses measuring equipment.

Non-essential: infrequently operates a camera, digs, types, drags and pushes objects weighing up to 100 lbs. and cleans.

Education/Experience: High school diploma or equivalent required; minimum of five (5) years of hands on experience.

Other: Must possess a valid Texas driver's license class C with a good driving record. **Applicant selected for hire shall be subject to a background check and drug/alcohol screen tests.**

Trinity Bay Conservation District does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. To request a reasonable accommodation or other assistance contact a Human Resources representative at (409) 296-3602 or mail your request to P.O. Box 599, Stowell, Texas 77661. The District may consider all related education and/or experience in determining the applicant's minimum qualifications and starting salary.