



Supervisor of Water Pollution Control Facilities

Department of Public Works Sewer Division

Town of Portland, CT (EOE)

Deadline: until filled

Email CDL Application and resume to: mceppaglia@portlandct.org

Or send to: First Selectman's Office, 33 East Main Street/P.O. Box 71, Portland, CT 06480-0071

Classification: Full-time, MEUI Supervisory union; non-exempt

Weekly Hours: 40 Monday thru Friday

Wage Range: \$85,420-\$102,138*

Benefits: Paid Time Off; medical, dental; Defined Contribution Pension Plan; deferred compensation plan

Qualifications: High school diploma or GED equivalent, plus 6 years of progressively responsible water pollution control plant maintenance and operation collection system experience, including at least 2 years in a supervisory or lead capacity, or an equivalent combination of relevant certifications, education and experience.

Must have: Valid Connecticut Grade III Water Pollution Control Plant Operator's Certification. Valid Connecticut Class B Commercial Driver's License preferred.

All qualified applicants will be considered for employment without regard to race, color, religion, sex, or national origin.

This is very responsible Public Works supervisory work involving the direction of water pollution control plant and pipeline operations and maintenance. Work involves responsibility for safe, efficient and effective piping and processing of liquid waste. Duties include directing the operation and maintenance of the plant, pump stations and sewer pipelines, and performing maintenance, as necessary. This position also has the responsibility for making very difficult water pollution control operations and maintenance decisions. This work requires that the employee have considerable knowledge, skill and ability in water pollution control plant and pipeline operations and maintenance.

- Plans and directs work objectives and activities of a small work unit in operating and maintaining a Grade III water pollution control plant, pump stations and sewer pipeline. Reviews reports on unit activities and directs correction.
- Supervises maintenance of water pollution control system, as necessary. Supervises electrical, plumbing and machine work. Maintains trucks, pumps, generators and alarm systems.
- Gathers and analyzes operating information, determines recommendations and prepares reports. Determines operating procedures and recommends operating policies.
- Develops and presents operating and capital budgets. Approves department expenditures within fund allocations.
- Counsels employees and conducts training. Administers union contract language and oral written warnings. Recommends higher level discipline. Interviews job candidates and recommends selection. Conducts employee performance evaluations. Assures safe work practices.
- Coordinates department operations with other departments and government agencies. Coordinates department operations and the personnel, materials and equipment necessary for projects and objectives.
- Meets with consulting engineers, vendors, DEEP/EPA officials and others to review and upgrade facilities.
- Responds to emergencies at any time, as necessary, and directs or performs emergency water pollution control repairs or maintenance.
- Inspects and supervises the repair of ultra violet disinfection, booster pumping stations, meters, streets, and sewer system at frequent intervals to ensure that all aspects of the systems are functioning properly.

- Advises supervisor, attorney, engineer and other Town officials in matters relating to department activities; provides information to various civic, school and public groups and individuals regarding sewer problems and services.

Must have...

Considerable knowledge of water pollution control plant and pipeline operations and maintenance principles and practices.

Considerable knowledge of public administration principles and practices as applied to the operation of a treatment facility.

Considerable skill in the operation and maintenance of the treatment plant within the specifications of state regulations and in a safe and efficient manner.

Some skill in the electrical, plumbing and machine maintenance necessary in a water pollution control system.

Considerable ability to communicate orally and to lead others in operational work groups; good writing ability.

Considerable ability to establish and maintain effective working relationships with coworkers, vendors, contractors and the general public.

Good ability to administer policies and procedures including planning, scheduling, budgeting, decision-making, and report development and writing.