

TRUMBULL COUNTY

Job Posting

JOB TITLE: Assistant Wastewater Superintendent

PAY GRADE: 10

DEPARTMENT: Sanitary Engineers

SUPERVISOR: Wastewater Superintendent

SUMMARY: Trumbull County Ohio, is a combination of both urban and rural communities situated in the northeast corner of Ohio. It is between the Youngstown, Cleveland and Akron corridors. The County's population is approximately 215,000. Trumbull County consists of five cities, six villages, and twenty-four townships.

The Trumbull County Sanitary Engineers' Office has an exciting opening for an Assistant Wastewater Superintendent. Under general supervision, assists the Wastewater Superintendent in overseeing and coordinating all wastewater treatment and collections system operations. Provides highly responsible and complex staff assistance to the Sanitary Engineer.

DUTIES AND RESPONSIBILITIES:

You will provide general supervision to the Wastewater Treatment Plant Chief Operators to insure appropriate safety and plant procedures are conducted. Making routine check of plants and referring major repairs to Plant Maintenance personnel. On 24-Hour call. Also, you will provide technical expertise and direction in wastewater treatment. Oversees maintenance of Wastewater Treatment Plants, interprets laboratory tests and reviews OEPA reports on plant operations. Oversees the sludge processing operation and OEPA reporting. Inspects site to determine procedures and methods for best utilization of site for disposal activities and complying with the OEPA requirements.

In addition, this role provides general supervision to the Wastewater Collections System crews to insure appropriate safety and collections procedures are conducted. Makes routine checks of the collections system and refers necessary repairs to appropriate personnel.

As Chairman of the Trumbull County Sanitary Engineers Safety Committee, you will be responsible for insuring safety practices and principals are followed in accordance with the Trumbull County Sanitary Engineer's Department required Safety Program.

At times, attends meetings with the OEPA and corresponds with the OEPA when required regarding monitoring and reporting. Reviews the purchase of necessary supplies, chemicals, replacement parts and new equipment in maintaining the Wastewater Plants and Collection Systems.

SUPERVISORY RESPONSIBILITIES:

Assists the Wastewater Superintendent in managing three Chief Operators who supervise a total of twenty-five non-supervisory employees in Plant and Collection System Operations and Maintenance. Is responsible for the overall direction, coordination and evaluation of these units.

QUALIFICATION REQUIREMENT:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Must have knowledge of basic mechanical and electrical maintenance techniques. Knowledge of chemical/physical and biological processes used in the wastewater treatment process, laboratory practices required to properly evaluate treatment processes and OSHA guidelines related to wastewater treatment facilities.

EDUCATION and/or EXPERIENCE:

Bachelor's degree in Engineering or other field related to the work. Experience in the Sanitary Engineering field is preferred. Have knowledge of maintenance and operation of wastewater treatment and collection systems. Equivalent combination of formal education and appropriate related experience may be considered.

LANGUAGE SKILLS:

Ability to read and comprehend instructions, engineering data, laboratory procedures, work request, correspondence, blueprints and memos. Ability to write correspondence, effectively present information in one-on-one and small group situations to engineers, contractors, consultants and other employees of the organization.

MATHEMATICAL SKILLS:

Ability to perform hydraulic and engineering calculations such as surface overflow rates, weir loading rates, detention time, solids loading rates or percentages, area, circumference, volume, etc. Ability to apply concepts of complex wastewater engineering principles and practices.

CERTIFICATIONS, LICENSES, REGISTRATIONS:

Must possess a valid State of Ohio Motor Vehicle Operator's license. Must have, or be able to earn a State of Ohio Wastewater Operator I certification within one year of employment.

KNOWLEDGE, SKILLS AND ABILITIES:

Must have knowledge of wastewater treatment plant practices and procedures, regulatory standards governing wastewater treatment and collection processes, safety practices and procedures, knowledge of routine laboratory procedures.

OTHER KNOWLEDGE, SKILLS AND ABILITIES:

Must understand and be knowledgeable in the mechanical, electrical, toxic and explosive nature of the wastewater treatment process and be familiar with corrective action procedures. Should also have computer knowledge and be able to use a word processor, spreadsheet, and data base and computer software in a wastewater treatment facility. Must be knowledgeable in safety practices.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand, walk, handle or feel objects or controls with hands and fingers and reach with hands and arms. The employee is occasionally required to sit, talk and hear. The employee must be able to lift and or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics describe here are representative of those the employee encounters while performing the essential functions of this job. The noise level in the work environment is usually moderate. The employee frequently works in outside weather conditions and encounters heavy construction equipment.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Please email your qualifications to:

Richard Jackson
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Trumbull County is an Equal Opportunity Employer.