

PLEASE POST



## Promotional Opportunity

# Water Plant Operations Manager-North

**PURPOSE:** The Water Plant Operations Manager-North is responsible for the management and supervision of personnel and operations of a Milwaukee Water Works (MWW) purification plant and related pumping and storage facilities. The person in this position has oversight for plant operating procedures, safety, job training and operational matters.

### ESSENTIAL FUNCTIONS:

- Manages and supervises personnel.
- Assumes duties of Water Plant Manager or Water Maintenance Supervisor in their absence.
- Maintains water plant operations in accordance with governmental regulations and resolves operational problems.
- Directs the operation of all plant equipment.
- Reviews daily water quality and treatment results.
- Develops written operating procedures.
- Assists in laying out plant work and arranging operating shifts and vacation schedules.
- Maintains operation and maintenance work records.
- Acts as coordinator for safety compliance and training issues.
- Acts as coordinator for plans and requirements as determined by DNR annual inspections.
- Performs other essential functions as required.

**CONDITIONS OF EMPLOYMENT:** The person in this position must be willing to work at any hour, day or night, 365 days a year as necessitated by the job.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.*

### MINIMUM REQUIREMENTS:

1. Current status and at least six months as a regular-appointed City of Milwaukee employee.
2. Bachelor's Degree in chemistry, biology, engineering or a related field from an accredited college or university.  
**NOTE: College transcripts are required and must accompany the application or be sent immediately to the attention of the individual specified below. (Student copies are acceptable.)**
3. Five years of experience as a City of Milwaukee Water Works employee performing duties related to the essential functions described above.  
**NOTE: *Equivalent combinations of education and experience may also be considered. For example, nine years of experience performing duties related to the essential functions described above may be substituted for the Bachelor's Degree plus five years of related experience.***
4. Wisconsin Department of Natural Resources Water Treatment Plant Operator Surface Water certification within one year of appointment and throughout employment.
5. Ability to pass required medical clearances for use of Self-Contained Breathing Apparatus (SCBA) equipment.
6. Valid State of Wisconsin driver's license at the time of appointment and throughout employment.

### KNOWLEDGE, SKILLS, ABILITIES, AND OTHER CHARACTERISTICS:

- Knowledge of chemistry, physics, biology, mathematics, and mechanical principles.
- Knowledge of water plant operations, including quality control, materials management, and safety.
- Leadership, supervisory, and training skills.
- Ability to read, comprehend, and explain technical documents.
- Oral communication skills.

## ***Water Plant Operations Manager – North***

- Written communication skills, including the ability to prepare reports.
- Computer knowledge and skills.
- Ability to establish and maintain effective relationships with staff as well as with other City departments, elected officials, other agencies, vendors, and the public.
- Analysis and problem-solving skills.
- Judgment and decision-making skills.
- Planning, coordinating, and time management skills.
- Ability to work well under pressure.
- Honesty and integrity.

**CURRENT SALARY (SG 09) IS:** \$60,809 to \$85,129 annually.

**THE SELECTION PROCESS** will be job related and will consist of one or more of the following: an evaluation of related training, experience and accomplishments, written tests, interview, or other assessment methods. MWW reserves the right to call only the most qualified candidates to oral, performance tests, or personal interviews. Information from the selection process will be used to make a hiring decision. The vacancy will be filled by administrative promotion.

### **APPLICATION PROCEDURE:**

- **APPLICATIONS CAN BE OBTAINED:** from the City of Milwaukee, Department of Employee Relations, Room 706, City Hall, 200 E Wells St, Milwaukee, WI 53202-3554, by calling (414) 286-3751, or by visiting [www.milwaukee.gov/jobs](http://www.milwaukee.gov/jobs).
- **APPLICATIONS SHOULD BE RETURNED TO:** Laura Daniels, Administration & Projects Manager, DPW-Water Works, Frank P. Zeidler Municipal Building, Room 409, Milwaukee, WI 53202, by **Friday, May 13, 2011**. *Receipt of applications may be discontinued at any time after this date. However, recruitment may continue until the needs of MWW have been met.*

**Water Plant Operations Manager-North**

**April 18, 2011**