



## Job Posting

# Municipal Operations Supervisor

\*\*\* LOCAL CANDIDATES - PRINCIPALS ONLY \*\*\*

**Gulf Coast Authority is located in southeast Houston, Texas. Established by the Texas Legislature in 1969, we recently celebrated our 50<sup>th</sup> year of protecting the waters of the State of Texas and continue a significant role in improving the water quality of Galveston Bay, Houston Ship Channel and the state of Texas.**

GCA growth has created a need for additional talent in its Municipal Operations department. In this capacity, the Municipal Operations Supervisor will participate in and supervise the activities of personnel engaged in the operation of wastewater treatment plants including general supervision, maintenance and operation of pumps and other equipment, overseeing safety program, and compliance with regulations and permits. This position reports to the Facility Manager - Municipal Services.

**Position: Municipal Operations Supervisor, BlackHawk Facility, day shift.**

**Pay range: For qualified candidates is \$67,314 – \$106,005 max Exempt Position**

### **Typical Duties and Responsibilities:**

Operations and maintenance of activated sludge wastewater treatment plant including adjustment of treatment process, maintenance of pumps and motors, electrical systems, and operation of heavy equipment. Supervise the activities of personnel engaged in the operation. Monitor plant processes, performing routine process control tests, interpreting laboratory results, and initiating process changes. Manage contract agreement with utility district, attending district board meetings and preparing reports. Monitor maintenance of related equipment. Communicate with utility district personnel and board members; all internal GCA personnel; vendors; customers, public and regulatory personnel. Assist in the preparation of budgets, purchasing and regulatory compliance. Perform other duties as assigned.

### **Knowledge, skills, and abilities**

Knowledge of the safe operation and maintenance of an activated sludge wastewater treatment plant, including operation, maintenance and repair of pumps and motors. Knowledge of management and supervisory principles and practices. Knowledge of techniques and practices of underground construction. Ability to read and understand personnel manuals, technical manuals, correspondence, regulatory manuals and guidelines. Ability to perform mathematical calculations to compute chemical dosages. Ability to operate backhoe, tractor, spray rig, hand tools and power tools. Ability to safely operate assigned vehicle. Ability to operate office equipment and laboratory analytical equipment. Ability to communicate in writing, orally and by telephone and radio. Work performed indoors and outdoors with exposure to all weather conditions. May involve confined spaces, exposure to potential noise, mechanical, electrical, explosive, fume/odor, dust/mite, chemical, or toxic waste with proper precautionary procedures and equipment.

### **Education, certification, and experience required**

Bachelor's degree in Environmental Science or related. Five years of experience in the operation and maintenance of an activated sludge wastewater treatment plant. **Must have minimum State of Texas Class B License** in water and wastewater issued by the Texas Water Commission and Texas Department of Health, Class A License is preferred. Valid Class "C" Texas Driver's License.

### **Physical requirements**

Ability to kneel, crouch/stoop, squat, crawl, twist upper body, and climb ladders while performing maintenance and inspection activities. Ability to manipulate with hands and lift heavy, bulky items such as concrete sacks and other construction materials weighing up to 40 lbs.

**The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, skills, and physical demands required of personnel so classified.**

**GCA offers competitive salary and excellent benefit package to the right individual, but does not provide reimbursement for relocation expenses. Check our website at [www.gcatx.org](http://www.gcatx.org) for additional information.**

**Again, principals only, please, and no phone calls. To be considered, apply on our website at [www.gcatx.org](http://www.gcatx.org) or email resume with salary requirements to the attention of Human Resources Director, with MOS in subject line to address above. All inquiries remain confidential.**