



JOB ANNOUNCEMENT

Open to the Public

OPEN DATE: July 30, 2021

CLOSE DATE: Open Until Filled

JOB TITLE: Water Treatment Plant Operations Superintendent

PAY RANGE: \$21.63 - \$31.25 (rate based on experience)

PAY GRADE: 35

DEPARTMENT: Utilities

DIVISION: Water Treatment

SUMMARY

Performs under the supervision of the Water Treatment Plant Manager. This is a safety sensitive and performance-oriented position involving all phases of a drinking water treatment system. Work includes a range of tasks as they relate to the maintenance and operation of a drinking water treatment system and other assigned duties related to water treatment.

DUTIES AND RESPONSIBILITIES

- Supervise water treatment plant staff.
- Operates and monitors, under general direction, a variety of water supply and treatment facilities and equipment such as:
 - Diversion
 - Reservoirs
 - Groundwater wells
 - Pumping systems
 - Chemical feeders
 - Measuring and control systems
 - Filtration and exchange units
- Performs maintenance of plant equipment and facilities
- Conducts water level measurements and interprets data
- Loads and unloads chemicals
- Collects samples for analytical purposes
- Performs basic and intermediate laboratory analytical techniques on water samples
- Performs calculations related to dosing, flow rates, and other weights and measures
- Performs procurement duties
- Performs facilities maintenance including landscaping and vegetation control.
- Complies with all safety standards and practices as they pertain to equipment, facility operations and chemical handling
- Ensures the proper use of Personal Protective Equipment
- Operates all manner of specialized equipment used in water treatment plant processes including but not limited to pumps, motors, generators, power tools, lighting equipment, hand tools, shovel, picks, valve wrenches, radio, service vehicles, boats, off-road vehicles, and saws.
- Performs other related duties as required.

The above essential duties and responsibilities are not intended to be, nor should it be construed, as exhaustive of all responsibilities, skills or competencies associated with this job. A Superintendent holding a

WTP-Operations Superintendent

Page 1 of 3

Level 4 certification may make appropriate level process changes per the Operator Certification Regulations (20.7.4 NMAC) and Water Treatment Plant Managers approval.

MINIMUM JOB QUALIFICATIONS

- High school diploma or equivalent.
- Four (4) years' water supply experience in the water utility industry, or a combination of related college courses and experience totaling four (4) years.

PREFERRED QUALIFICATIONS:

- Valid New Mexico Class A CDL Driver's License

EMPLOYMENT REQUIREMENTS:

- May require work outside of regular business hours due to 24-hour operation.
- Available for emergency response, 24 hours/day, seven days/week
- Must have a telephone or ready access to a telephone at residence.
- Must possess and maintain a current New Mexico Water Supply Level 1 certification.
- Must possess and maintain a New Mexico Water Supply Level 4 certification.
- Must possess and maintain a valid and insurable New Mexico Class D Driver's License
- Must maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include standing for extended periods of time, lifting heavy loads, kneeling, crawling, and climbing

KNOWLEDGE, SKILLS AND ABILITIES

- Familiarity with PC and mobile applications including MS Word, MS Excel, MS PowerPoint, and general internet applications.
- Good communication (both written and verbal) and organizational skills.
- Must possess intermediate math skills
- Knowledge of hydraulics, chemistry, and biology
- Trustworthy; strong personal integrity
- Demonstrates strong level of accountability and ownership
- Collaborative/team oriented
- Ability to demonstrate emotional maturity
- Exhibits professionalism with internal and external customers
- Organized with strong attention to detail and time management skills
- High degree of initiative; self-starter

WORK ENVIRONMENT AND PHYSICAL DEMANDS

- Sitting, walking, and standing are frequent requirements.
- Climbing and use of arms and hands are an essential requirement.
- Carrying up to 75 pounds is occasionally required.
- Lifting, pushing, and pulling up to 50 pounds is essential and occasionally up to 90 pounds.
- Work is performed indoors and outdoors at temperatures below 32 degrees and above 90 degrees.
- Walking on slippery surfaces is a requirement of the job.
- Work is occasionally performed over 6 feet off the ground
- Work is performed in confined spaces and/or cramped body positions
- Exposure to infection is a continuous risk of the job.
- Contact with oils, petroleum products and exposure to solvents, degreasers, pesticides and/or herbicides.
- Irregular or extended work hours may be required.

APPLICATION PROCEDURE – Interested applicants must submit a City of Las Vegas Employment Application.

The employment application is available at:

http://lasvegasnm.gov/departments/human_resource_department

Application Materials can be sent to: Human Resources Department
1700 N Grand Avenue
Las Vegas, NM 87701

OR send via email to: consuelo@lasvegasnm.gov