

Class Title: Wastewater Superintendent

FLSA: Exempt

Salary Range: \$104,124.80 to \$135,366.40 based on experience

Posting Closes: when filled

Wastewater Superintendent

The Wastewater Superintendent is responsible for the overall management, operation, and regulatory compliance of the wastewater treatment plant and collection system. This position ensures the efficient and effective treatment of wastewater in accordance with all local, state, and federal environmental regulations. The Superintendent provides leadership, strategic planning, and oversight to optimize plant performance and infrastructure longevity while ensuring public health and environmental protection.

Work is performed with general independence under the supervision of the Town Manager.

Supervision Exercised

Wastewater Operations Manager, Foreman, Wastewater Chief Operator, Wastewater Operators, and related staff

Essential Duties and Responsibilities

1. Plan, direct, and oversee the operation and maintenance of the wastewater treatment plant, collection system, and related infrastructure.
2. Ensure compliance with all regulatory permits and reporting requirements, including overseeing laboratory analysis and environmental monitoring.
3. Develop and implement policies, procedures, and operational strategies to enhance efficiency and regulatory compliance.
4. Supervise, train, and evaluate staff, including the Chief Operator and operational personnel, to ensure effective performance and professional development.
5. Prepare and manage the department's annual budget, including forecasting operational needs, facility upgrades and capital improvement needs.
6. Oversee preventive and corrective maintenance programs to ensure the reliability and longevity of wastewater infrastructure and equipment.
7. Monitor treatment processes, analyze performance data, and implement corrective actions as necessary.
8. Ensure the safety of all personnel by enforcing workplace safety policies, training programs, and compliance with OSHA regulations.
9. Represent the wastewater department in meetings with regulatory agencies, Town officials, and the public.

10. Respond to emergency situations, including equipment failures, system malfunctions, and extreme weather events, ensuring timely corrective action.
11. Perform other related duties as assigned.

Desired Minimum Qualifications

Education and Experience:

- Bachelor's degree in environmental science, civil engineering, public administration, or a related field preferred; equivalent experience may be considered.
- Minimum of seven (7) years of progressively responsible experience in wastewater treatment plant operations, including at least three (3) years in a supervisory or managerial role.

Licenses and Certifications:

- Valid driver's license required.
- Maine Grade IV Wastewater Operator License preferred or the ability to obtain within a specified timeframe. Equivalent experience or certifications may be considered.

Core Competencies and Attributes

- Strong leadership and team-building skills, with the ability to manage and develop staff.
- In-depth knowledge of wastewater treatment processes, including biological, chemical, and mechanical systems.
- Expertise in regulatory compliance, including state and federal wastewater discharge regulations.
- Excellent problem-solving, analytical, and decision-making skills.
- Ability to develop and manage budgets, capital improvement plans, and operational projects.
- Proficiency in SCADA systems, data analysis, and reporting software.
- Strong communication skills, including the ability to present complex information to stakeholders and the public.
- Commitment to environmental stewardship, sustainability, and continuous process improvement.

Tools and Equipment Used

Personal computer, including Microsoft Suite, IWorqs, telephone, copy machine, specific tools and equipment used by department employees.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear, use hands to finger, handle, or feel objects, tool or controls, and reach with hands and arms.

The employee may occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Work may include exposure to hazardous chemicals, wastewater, and potentially harmful gases.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment ranges from very quiet in the office to extremely loud at public works job sites or in the maintenance garage. This position also encounters and must endure significant inclement weather.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The Town of Old Orchard Beach is an equal employment opportunity employer.