



Environmental Operations Supervisor

Class Code:
A251

Bargaining Unit: None

CHARLES COUNTY GOVERNMENT
Revision Date: Apr 21, 2021

SALARY RANGE

\$29.15 - \$38.18 Hourly
\$56,838.23 - \$74,458.08 Annually

SUMMARY:

Performs utility system operations work. Involves supervising staff engaged in operating water pumping and distribution facilities, and wastewater facilities. Positions require appropriate water and wastewater operator certification.

ESSENTIAL JOB FUNCTIONS:

- Manages the daily operation of the assigned water facilities run and pumping system equipment. Operates and manages Wastewater Treatment Plants, and Water Treatment Plants, and sewer pump stations, and water wells.
- Ensures all activities and operations are in compliance with state and federal regulations.
- Ensures preventative maintenance of chemical equipment and maintenance of buildings and grounds of assigned facilities.
- Works on computerized maintenance system, to keep track of work orders and similar (INFOR), also works on data entry system HACH WIMS.
- Works on regulatory paperwork regarding State and Federal water and sewer regulations.
- Executes the preventative and corrective maintenance schedules by sub-contractors.
- Manages the performance of the personnel on the assigned run.
- Conducts research; attends training to keep abreast with current technologies to ensure the effective operation of the water system.
- Trains, coordinates, and evaluates assigned personnel.
- Monitors/operates the County wide Supervisor Control and Data Acquisition (SCADA) alarm system, County radios and phone systems during the evening hours and weekends, and dayshift, for the County Department of Public Works/Utilities.
- Maintains full certification status in the classes required by the Certification Board for the area of responsibility assigned.
- Develops and conducts tours and speaking engagements for various groups.
- Ensures emergency response readiness during inclement weather conditions or outside threat.
- Performs other related job duties as assigned.

QUALIFICATIONS, KNOWLEDGE, SKILLS, AND ABILITIES:

Education and Experience:

High school diploma or an acceptable equivalency diploma (GED). Five (5) years of progressively responsible water operations experience, two of which include supervision, or an equivalent combination of education, experience, and training.

Licenses or Certifications:

Must possess a valid driver's license.
Class II water operator certification.
Maryland Drinking Water Sampler license.
Water Treatment Class 5 Site Specific (Radiation) License.
Wastewater 5A license

Special Requirements/Qualifications:

Subject to work beyond the normal scheduled hours of work.
Subject to call back in emergencies.
Serve on-call duty on a rotational basis.

PLEASE NOTE: THIS IS A SAFETY SENSITIVE POSITION, AND EMPLOYEES IN THIS POSITION ARE SUBJECT TO RANDOM DRUG AND ALCOHOL SCREENING.

Knowledge, Skills and Abilities:

- Knowledge of methods and procedures of water system operation, and wastewater treatment process. Ability to make process changes at Treatment Plants, water, and wastewater.
- Knowledge of the use and care of hand, power and other tools used in the work.
- Knowledge of effective technique of supervision.
- Ability to carry out daily assignments, follow through on matters, and use independent judgment and training to take appropriate actions to deal with standard recurring situations.
- Ability to supervise staff performing water system operation work.
- Ability to perform physically demanding work.
- Ability to use the tools and equipment of the work efficiently.
- Ability to issue and follow oral and written instructions.
- Ability to interpret and apply technical guides to the work.
- Ability to pass annual Pulmonary Breathing Function Test (will be required to be clean-shaven).
- Ability to enter confined spaces, with proper training.
- Ability to sometimes work on weekends and holidays.
- Ability to learn and use Geographic Information System (GIS)

ADDITIONAL INFORMATION:

PHYSICAL DEMANDS

The work is regularly active with periods of heavy exertion. Typical positions require workers to walk or stand for long periods; lift and carry up to 100 pounds; climb stairs, ladders, and scaffolding; bend, kneel, crouch and crawl; reach, hold, grasp, and turn objects; feel the size, shape and temperature of items; use fingers to operate computer or typewriter keyboards; speak normally, to use normal or aided vision and hearing, and to detect odors. This is considered an essential job; you will be required to be present during snow or weather emergencies.

WORK ENVIRONMENT

Principal duties of this job are performed in a general office, in shop or field settings and outside environment. Ability to work in the wastewater environment.

Department/Division: Public Works Utilities/Operations and Maintenance
Pay Grade: 113
FLSA Status: Non-Exempt
Telework Eligible: Yes
Reports To: Senior Environmental Operations/Environmental Operations Superintendent
Supervises: Environmental Operator(s), Equipment Maintenance Technicians I