

JOB POSTING

DIRECTOR OF WATER & WASTEWATER

Water & WasteWater

Full-time with Benefits

Job Summary

Manage and direct the operation of the Dorchester County Water/WW Department to ensure compliance with state statutes, County goals, policies, resolutions, and applicable governmental regulations to support high quality, cost-effective and dependable water and sewer service.

Primary Responsibilities:

- Direct, manage, and coordinate Water/Wastewater operations, staff, facilities, programs, projects and planning of existing and future services.
- Coordinate and oversee the activities of the consultants, engineers, attorneys and financial advisors.
- Oversee and implement financial controls and reporting requirements.
- Supervise and coordinate the preparation and presentation of the annual Department budget to the County Manager, including capital and extraordinary expenditures.
- Direct development and implementation of short- and long-term plans for maintenance and operations. Identify and communicate to the County Manager needs for repairs, replacements, and capital improvements.
- Review and make recommendations concerning rate revisions and bond and loan financing.
- Coordinate with the Planning and Zoning Director in the preparation of the Water and Sewer Comprehensive Plan and Priority Funding Area designations.
- Conduct and oversee public relations.
- Attend County Commissioners' meetings and provides information and recommendations.
- Represent the Department on interagency issues, both agency to agency and agency association levels.
- Ensure that emergency preparedness plans, activities, procedures and drills are established and practiced in order to support delivery of critical resources in the event of an emergency or disaster.
- Respond to emergency problems as required.
- Performs other duties as needed or assigned by the County Manager.

Education/Experience/Qualifications

- BS (related) in Planning, GIS/Geo-Sciences, Water & Wastewater Operations, or Environmental Management-Planning-Health.
- Seven (7) years of experience in public planning, public utility planning, public utility management and/or, environmental regulatory management.
- Finance and project management experience.
- Professional Engineer with public works experience.
- Wastewater Operator license.
- Licensed Environmental Health Specialist.

- Data integration, tracking and report preparation with full competency in Excel, cloud-based storage platforms, statistical analysis.
- Full understanding of all applicable Federal, State, and local laws and regulations governing municipal water and wastewater systems.
- Full understanding of large/shared on-site sewage disposal systems and Groundwater Discharge Permit programs in Maryland.
- Principles and practices, management, design, construction, and operation of a public water/sewer district.
- Federal, state, and local laws, regulations, ordinances, policies, procedures, and practices related
- Ability to make critical decisions involving work assignments, staffing priorities, objectives and Department operations
- Ability to comprehend construction plans, specifications and maps.
- Ability to negotiate contracts.
- Provide testimony at public hearings and trials.
- Understand and follow verbal and written directions.
- Communicate effectively, both orally and in writing.
- Ability to build and maintain strong, positive working relationships with County Management, Department staff, and other agencies.

Physical Requirements:

- Must be able to sit, balance, reach, stand, walk and drive automobiles for prolonged periods.
- Must be able to lift up to 50 pounds at times.
- Must be able to travel to various project sites.
- Must be able to access and navigate job sites and construction areas.

This posting lists many of the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

To Apply: Applicants shall submit a completed County application including a resume to Human Resources, 501 Court Lane - Rm 103, Cambridge, MD 21613. Applications may be mailed or emailed to kbudd@docogonet.com. Position will remain open until filled. Applications can be downloaded at www.dorchestercountymd.com.