



## Charles County Government Environmental Operations Supervisor

<b>SALARY</b>	\$62,723.06 - \$101,611.23 Annually	<b>LOCATION</b>	La Plata, MD
<b>JOB TYPE</b>	Full-time	<b>JOB NUMBER</b>	2025-00060
<b>DEPARTMENT</b>	PW UT - MATTAWOMAN	<b>OPENING DATE</b>	09/19/2025
<b>CLOSING DATE</b>	Continuous		

### Summary

**This is a repost of this position. Previous applicants need not re-apply. Open until filled with a best consideration date of October 10, 2025.**

**The hiring salary for this position is \$62,723.06 annually.**

Charles County Government is seeking a dynamic Environmental Operations Supervisor to performs utility system operations work. Supervisor will be involved with supervising staff engaged in operating water pumping and distribution facilities, and wastewater facilities. This 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.
- Works on computerized maintenance system, to keep track of work orders and similar (INFOR), also works on data entry and report system (HACH WIMS).
- Works on regulatory paperwork regarding State and Federal water and sewer regulations.
- Coordinates with Equipment Maintenance Supervisor operational activities for preventative and corrective maintenance schedules.
- 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, one of which include supervision, or an equivalent combination of education, experience, and training.

**For Internal Candidates Only:** Completion of the Leadership Academy Orientation and 4 core or elective classes may be acceptable to substitute for supervisory experience. Employee must graduate from the Leadership Academy within 1 year of promotion.

**Licenses or Certifications:**

Some licenses and certifications require periodic renewal. The employee must maintain them throughout employment in this position.

All candidates must have a valid driver's license.

Licenses and certifications requirements are listed below by region.

**Southern Region:**

Must possess:

Water Class 1 Certification, with the ability to obtain Water Class 2 within 3 years of hire/promotion.

Wastewater Class 5A Certification

Maryland Drinking Water Sampler Certification, or ability to obtain within one year

For positions supervising Chapel Point Woods Reverse Osmosis System:

Water Class 5, or ability to obtain within 3 years of hire/promotion

**Northern Region:**

Must Possess:

Water Class 2 Certification

Wastewater Class 5A Certification

Maryland Drinking Water Sampler Certification, or ability to obtain within one year

**Central Region:**

Must possess:

Water Class 1 Certification

Wastewater Class 5A Certification

Maryland Drinking Water Sampler Certification, or ability to obtain within one year

**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.
- In-depth understanding of wastewater treatment processes (e.g., primary, secondary, and tertiary treatment, sludge management, chemical dosing, disinfection)
- Strong decision-making and problem-solving skills to address operational issues and to make process changes at Water and Wastewater treatment plants.

- Knowledge of the use and care of hand, power and other tools used in the work.
- Knowledge of effective techniques 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 tools and equipment efficiently.
- Ability to issue and follow oral and written instructions.
- Ability to interpret and apply technical guides to the work.
- Ability to pass annual respirator fit test and Pulmonary Breathing Function Test (will be required to be clean-shaven).
- Ability to enter confined spaces, with proper training.
- Ability to work on weekends and holidays.
- Ability to learn and use Geographic Information System (GIS)
- Ability to train and develop staff to ensure operational efficiency, regulatory compliance and professional growth

## 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. Exposure to chemicals, noise and varying weather conditions will occur.

**Department/Division: Public Works/Utilities/Operations and Maintenance**

**Pay Grade: 113**

**FLSA Status: Non-Exempt**

**Telework Eligible: Yes**

**Reports To: Environmental Operations Superintendent**

**Supervises: Environmental Operator Trainee, Environmental Operators I and II**

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## Employer

Charles County Government

## Environmental Operations Supervisor Supplemental Questionnaire

### \*QUESTION 1

How many years experience do you have relevant to this position?

**\*QUESTION 2**

The shift options for this position varies. Which shift do you prefer?

- ☐ 6:00 am - 2:00 pm
- ☐ 8:00 am - 4:00 pm
- ☐ 12:00 am (Midnight) - 8:00 am

**\*QUESTION 3**

The salary for this position is \$62,723.06 annually. Please confirm that you are acknowledging this is the salary for this position.

- ☐ Yes
- ☐ No

**\*QUESTION 4**

For the top candidate selected for this position, the next steps in the hiring process will include reference checking. We will contact your current employer and two additional professional references following a conditional offer. We will also conduct a background check and driver record check, if applicable. Pre-employment drug and alcohol screening is the final step. Please confirm that you are acknowledging that if you are the top candidate selected for this position, the steps described above will be taken during the hiring process.

- ☐ I confirm that I am acknowledging that if I am the top candidate selected for this position, the steps described above will be taken during the hiring process.

**\*QUESTION 5**

The position you are applying for requires an acceptable driving record. The Charles County Government employee driving policy states that employees will be considered to have an acceptable driving record if ALL of the following statements are true: - I do not exceed a maximum of four (4) points on my driving record. - I do not have a suspended or revoked license. - I do not have a single motor vehicle violation, conviction, or plea of Nolo Contendere, or the acceptance of Probation Before Judgment (PBJ) involving the use of alcohol, illegal drugs, refusal to take an alcohol or drug test, or the misuse of legal over-the-counter medication for any of these violations. - I have not demonstrated a pattern of unsafe vehicle operation as evidenced by moving violations or single infraction of such severity (e.g., eluding a police officer; evading responsibility; failure to yield to a pedestrian in a crosswalk, reckless driving, etc.).

According to these guidelines, do you have an acceptable driving record?

- ☐ Yes
- ☐ No

**\*QUESTION 6**

Are you a federal employee recently affected by a layoff/reduction in force?

- ☐ Yes
- ☐ No

\* Required Question