

Oceanside Water District – General Manager

Oceanside, Oregon

Posted: 1/27/2022
Salary: \$60,000-80,000 DOE (Depending on Experience)

Response Address: Oceanside Water District, PO Box 360, Oceanside, OR 97134
oceansidewaterdistrict@gmail.com

Application must be received by COB, Feb 15, 2022

Position open until filled

General Position Summary: The Oceanside Water District is searching for a dependable, responsible contributor, committed to professionalism, excellence and success. The Water Treatment Plant Manager is responsible for managing and maintaining the district's facilities, including two ultrafiltration membrane treatment facilities, three pump stations, five water storage reservoirs, and the associated conveyance pipelines for these systems. The water district provides service for the communities of both Oceanside and Cape Meares which together total around 850 service connections. This is a hands-on position that requires the physical ability to work in the field installing and repairing distribution systems, as well as operating and maintaining two highly automated processing plants. It will require managing a two-person operational staff to repair water leaks and install new services connections as well as regular maintenance on both the treatment facilities and distribution system.

Key responsibilities include but are not limited to:

- Participates in and leads the Operations staff in both water treatment and distribution.
- Supervises employees of the water treatment plant; manages staffing and operational activities, including operational changes, maintenance priorities, scheduling and compliance with regulations from federal, state, and local agencies
- Ensures training for personnel and enforces safety policies and procedures.
- Receives and resolves customer complaints and concerns.
- Determines the means and methods to measure plant performance relative to established benchmarks.
- Carries out an extensive program of chemical and biological water testing as required by current and proposed drinking water regulations; determines modifications needed to maintain compliance with the Safe Drinking Water Act.
- Ensures preparation and maintenance of accurate records, reports, evaluations and proposals on current and long-range district water treatment plant needs.
- Participates in planning annual water treatment plant budget, including determining capital purchases and staffing needs, and prioritizing requests and allocation of resources.
- Helps identify, test, qualify and register potential new raw water sources to be used by the district in an emergency.
- Supervises the procurement of parts chemicals and services from vendors.
- Works with homeowners, engineers and contractors to determine the best plan of action for service needs.
- Reports directly to Oceanside Water District's board of commissioners, including preparing and presenting monthly reports
- Responds to emergency, after hours callouts as needed.

Minimum qualifications:

- Level 2 water Treatment Certification
- Level 1 Distribution Certification
- 5 years' experience in a supervisory capacity
- Must reside within 30 minutes driving distance from the two operating plants.

Preferred Qualifications:

- Five years' experience operating a membrane water treatment facility (special consideration for experience with WesTech ultrafiltration systems)
- Two years' experience in distribution
- Experience with Budget and Project planning
- Good computer skills in basic systems such as Word and Excel, as well as familiarity with factory automation and control systems.
- Strong interpersonal skills in dealing with staff, consumers, regulatory agencies and vendors.

Pay and Benefits:

Starting Salary Range: \$60,000 to \$80,000 annually DOE

Benefits include: Health Insurance (medical, dental, and vision), District Contribution to Retirement Program, 11 holidays, 7-35 days of vacation based on tenure, sick leave.

Desirable Starting Date: Immediate

To be considered as a candidate, please submit a completed and signed application, a resume, and cover letter describing why you are interested in the position and how your experience translates to meet the requirements of the position description.

Submit by email or postal service to:

Attn: David Nordman
Oceanside Water District
P.O. Box 360
Oceanside, OR 97134-0360

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