



# City of Chillicothe, Ohio

Office of Human Resources

Mayor Luke M. Feeney  
HR Director, Tamra Lowe

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The City of Chillicothe Civil Service Commission will be accepting applications:

## **Water Treatment Plant Supervisor**

**Salary: \$ 22.34 - \$27.22 Hourly Rate**

**Application Period: May 1<sup>st</sup> – May 30<sup>th</sup>, 2018**

**NO EXAM. Resumes will be scored to determine eligibility list**

- You may obtain an application in the Human Resource offices located in the City Administration Building at 35 S. Paint Street, Chillicothe, OH 45601 or online at [www.chillicothe.com](http://www.chillicothe.com).
- Completed resume and/or applications may be mailed to Human Resource Dept, 35 South Paint Street, Chillicothe Ohio 45601, or emailed to [tamra.lowe@chillicotheoh.gov](mailto:tamra.lowe@chillicotheoh.gov)

### **NATURE OF WORK**

This is a middle-level management classified position responsible for the overall operations of the water treatment facilities, supervision of water treatment plant personnel plant maintenance, land application of sludge, and water quality laboratory testing. Assures compliance to all OEPA standards and related reporting for water treatment plant operations.

### **ESSENTIAL JOB FUNCTIONS**

- Regulates plant operations to meet federal, state, and local standards.
- Leads and directs subordinates, make sensible decisions and mediate disputes.
- Formulates and manages budget, develop short & long-term goals, and capital improvement projects.
- Writes clear and concise mandatory reports, letters, and work directives.
- Performs any number of unspecified duties in an emergency or related work as assigned.

### **CRITICAL SKILLS/EXPERTISE**

- Extensive knowledge of water treatment theory, water treatment plant operations, water treatment plant maintenance, modern water treatment equipment & methods, water quality laboratory testing, detections and diagnosis of defects and the ability to supervise those engaged in the above-mentioned duties
- Knowledge of the principles and practices of public works administration
- Excellent oral and written communication, public relations and instructional skills
- Extensive knowledge of the occupational hazards and safety involved in a water treatment plant

### **REQUIRED EXPERIENCE/TRAINING**

- Bachelors or Associate Degree in related field
- Valid Ohio driver's license and insurability under the City's fleet coverage as required.
- Class III OEPA Water Certificate
- Five years' experience in operating a water treatment plant.
- Courses in water treatment, management, safety, and any other related subjects as required.
- OR a combination of relevant education, experience and Ohio EPA Water Supply Certification may be substituted as appropriate

**THE CITY OF CHILICOTHE IS AN EQUAL OPPORTUNITY EMPLOYER**

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