

*City of Somerville*

## **Director of Water and Sewer**

**To apply, please email your resume to:**

**Joe Caron**

[joe@truinc1.com](mailto:joe@truinc1.com)

**Job Closes Feb. 18<sup>th</sup>**

**City of Somerville**

**Somerville MA**

**Full Time permanent position**

**Statement of Duties**

The **Director of Water and Sewer** is in charge of both the Water and Sewer Department and Enterprise Funds. The Director is responsible for the quality of the City's drinking water, ensuring it meets all guidelines and mandates of the MWRA, DEP, EPA, and other governmental agencies. The position is also responsible for the operation and maintenance of the City's sewer, drainage and combined collection, conveyance and discharge systems, including compliance with MWRA, DEP, EPA, and other governmental agency permit requirements. In addition to infrastructure, the position is ultimately responsible for delivering the annual Department budget to the City Council, as well as oversight of all municipal water and wastewater operations and management, including department purchases, staff safety and training, and reliable customer service. The Director supervises employees directly or through subordinate Operations Managers and Foremen in the performance of their duties.

This position is subject to 24-hour call.

Essential Functions:

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of

duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Ensures public health and safety through the responsible provision of potable water and adequate fire protection and through the proper discharge of sewerage.
- Serves as liaison between, and primary contact for, State and Federal regulatory agencies and the Water and Sewer Department.
- Secures all available funds/grants/loans to ensure compliance with all State, Federal, and local mandates and standards of operation of a local water/sewer system.
- Supervises the construction, operation, metering, and billing of approximately 15,000 customer accounts.
- Oversees the lead sampling program as mandated by Department of Environmental Protection (DEP) and Massachusetts Water Resource Authority (MWRA).
- Oversees the lead service replacement program as mandated by DEP.
- Formulates written policies and procedures to ensure regulatory compliance and ability to meet volatile conditions in the office and in the field.
- Determines annual budgetary needs based on departmental goals and objectives and formulates revenue rates necessary to meet these needs.
- Works as part of a team with the Mayor's office, focused on proficient operation and maintenance in water and sewer systems.

## **Joe Caron**

**Director of Recruiting**

**Technical Resources Unlimited Inc., (TRU Inc.)**

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