

City of Cambridge - Water Department
Director of Water Operations

Under the general guidance and direction of the Managing Director, manages the water treatment plant, finished water storage, the laboratory, and the watershed division to optimize plant performance, ensure delivery of water, ensure proper watershed protection, and generate the highest water quality possible. Develops, justifies, and implements capital improvements to the treatment plant and remote facilities to ensure continued water operation. Monitor developments in water quality, watershed protection, and other related federal and state regulations; takes action to ensure the Department's continued compliance with same. Assists the Managing Director in identifying, developing, and implementing capital budgets, improvements in operating policies and procedures, public information programs and internal safety and training programs.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- **Raw Water, Water Treatment Plant and Finished Water Storage:** Develops improvements to optimize reservoir levels and plant performance; develops and implements policies, procedures, work programs, etc. to support reservoir and plant operation; ensure continuous delivery of water to the Distribution system by managing plant flows and finished water storage levels. Monitors raw water storage and quality. Develops goals with and makes work assignments to Production, Laboratory and Watershed Managers and other personnel. Ensure that records of plant, laboratory and watershed performance are maintained.
- **Water Quality Laboratory:** Ensures that sampling and testing programs to monitor compliance meet or exceed federal and state drinking water regulations. Oversees water quality results in raw, process, and treated water to determine opportunities for improvement. Develops goals with and makes work assignments to Laboratory Manager and other laboratory personnel. Ensure that records of water quality are maintained.
- **Watershed Division:** Oversees Watershed Division to ensure operational and regulatory compliance of our three reservoirs and watershed.
- **Federal and State Laws and Regulations:** Maintain current knowledge of developments in federal and state regulations regarding water quality, plant operation, and watershed protection. Identify actions required to ensure Department compliance.
- **Management Reporting:** Oversees the treatment operations, certified laboratory, and watershed, as a minimum, to ensure compliance with federal and state regulations; supervises employees; ensures that the plant and remote site equipment and facilities are properly maintained.
- **Training and Development:** Plans and provides training opportunities for divisional personnel that will improve skills, productivity, and performance. Implement and maintain performance reviews for staff.
- **Capital Improvement Program:** Identify, document, and implement projects to maintain equipment and facilities in acceptable working order.
- **Special Projects:** Perform special projects as may be assigned by the Managing Director.
- Performs other related duties as may be assigned.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

MINIMUM REQUIREMENTS:

Bachelor's Degree in related field required or equivalent combination of education, training, and experience. Advanced Degree preferred. At least ten years of full-time responsible experience in supervising individuals effectively and overseeing a water treatment plant, a drinking water quality laboratory, watershed, or a water department. Experience working with municipal government preferred. Experience with leading and working with diverse working groups/teams required. Strong communication skills, written and verbal. Strong project management skills. Excellent organizational, planning, customer service and interpersonal skills. Must be able to learn complicated information quickly and demonstrate initiative and follow through. Computer proficiency required including use of Microsoft Office applications. Must possess a current Massachusetts Grade IV Full Treatment Plant Operator's License that was earned through formal test or the ability to obtain a full operator's license within 1 year and a current Massachusetts driver's license. Familiarity with Cambridge highly desirable. The City of Cambridge's workforce, like the community it serves, is diverse. Applicants must have the ability to work and interact effectively with individuals and groups with a variety of identities, cultures, backgrounds, and ideologies.

HOURS OF WORK: 37.5 hours per week. Must be available to work nights and/or weekends as needed to attend public meetings, special events, etc.

RATE: \$100,251 - \$118,703 annually + excellent benefits

APPLICATION PROCEDURE: Submit both your resume and cover letter via email to: employment@cambridgema.gov or to the Personnel Dept, Room 309, City Hall, 795 Massachusetts Avenue, Cambridge MA 02139. Fax 617-349-4312. **Resumes and cover letters requested by 12/6/21. Position will remain open until filled. We are an AA/EEO Employer.**