



## **Employment Opportunity**

### **Water Treatment Plant Assistant Superintendent - Bureau of Utilities**

\$21.43 hourly salary (Grade C11)

40 hour position with full benefit package

***Apply By: Friday, February 15, 2019 @ 5:00 p.m.***

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**GENERAL RESPONSIBILITIES** Supervises shift operations and assists the water treatment plant Superintendent with all duties and responsibilities associated with the operation of the Bureau of Utilities water treatment facilities in accordance with Federal, State, and local laws and regulations.

**ESSENTIAL TASKS** include the following; other duties may be assigned

1. Perform supervisory responsibilities in accordance with the current Carroll County Personnel Ordinance, County policies and applicable laws
2. Apply, principles, practices, laws, and regulations for water treatment facilities management
3. Supervise the water treatment purification process in accordance with Environmental Protection Agency (EPA) and Maryland Department of the Environment (MDE) regulations
4. Perform chemical tests and compile composite reports from individual reports required by management or government agencies
5. Supervise the shift operations of water treatment facilities
6. Assume plant operation responsibilities in absence of Superintendent
7. Determine work procedures, prepare work schedules, and expedite workflow
8. Assign duties and examine work for exactness, neatness, and conformance to policies and procedures
9. Perform facility housekeeping and general maintenance and repair of equipment
10. Report to work for shift assignment including nights, weekends and holidays, and outside of normal work hours for emergency operations
11. Perform related duties as to specific assignments
12. Any employee may be identified as Essential Personnel during emergency situations

### **EDUCATION AND EXPERIENCE**

1. High school diploma or general education diploma (GED)
2. Three years experience in water treatment facilities operations; including Ultra and Microfiltration systems\*
3. One year supervisory experience\*

\* A comparable amount of training and experience may be substituted for the minimum qualification.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

1. State of Maryland Water Treatment Plant Operator Class 4 License
2. State of Maryland Water Treatment Plant Superintendent Class 4 License (or must obtain within eighteen months of employment)
3. State of Maryland Water Sampler Certification (or must obtain within three months of employment)
4. State of Maryland Respirator Fitness Certification (or must obtain within one month of employment)
5. Valid driver's license

A Carroll County Government job application is required for this position

**Apply on-line: [ccgovernment.carr.org](http://ccgovernment.carr.org)**

Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call (410) 386-2129 for employment inquiries

**Posted: 1/29/18  
(19-68)**

**Carroll County is an equal opportunity employer**

The County Commissioners of Carroll County recognize the rights of all people, including County employees, to equal opportunity. Discrimination against County employees on the basis of age, religion, gender, race, color, national origin, sexual orientation, marital status, physical or mental disability is strictly prohibited. The Americans with Disabilities Act, Titles I and II, applies to County government employment. If you have questions, suggestions, or complaints, please contact Kimberly L. Frock, Director and Carroll County Government Americans with Disabilities Coordinator for employment, at the Department of Human Resources (410-386-2129) or Md. Relay 711/800-735-2258. The mailing address is 225 North Center Street, Westminster, MD 21157.