

CITY OF WEST POINT, MS CHIEF OF WASTEWATER OPERATIONS

Job Description

Job Title: Class III or IV Wastewater Operator, West Point Water System (WPWS)

Responsible To: Chief of Operations/General Manager

Supervise Directly: Employees of the wastewater system and other assigned employees or coordinate third party contract performance

Job Summary: Responsible for planning, organization, operations, and maintenance of wastewater collection and treatment system

Essential Functions:

1. Follow or recommend goals and objectives for wastewater operations
2. Work with supervisors/foremen in providing work plans and procedures
3. Develop leadership in subordinates
4. Analyze operating procedures and offer advice and counsel. Provide budget and analysis of fiscal status
5. Work with consultants, federal, state, county, and city officials
6. Stay current on rules, regulations, and laws applying to municipalities to include employment statutes and purchase law
7. Confer with supervisors on quality improvement
8. Work with contractors, builders, and customers in provision of quality service
9. Promote goodwill and work to enhance the image of WP water department
10. Support the development of safety programs and employee application of sound safety principles
11. Foster professional development for employees
12. Work closely with other City of West Point Department Managers to promote interdepartmental corporation
13. Perform other duties as requested by the Chief of Operations or General Manager
14. Must have and maintain a valid Mississippi Driver's license
15. Must be able to manage/operate all wastewater systems in the absence of the Chief Wastewater Operator

Additional Requirements:

This position requires employee availability for regular shift work, as well as when required during holidays and weekends. A successful candidate must complete a pre-employment Physical & Drug Screen.

Applications, detailed duties, responsibilities, and other requirements may be obtained at the West Point Water and Light Department, 644 East Broad Street, online at <http://www.wpnet.org>, or City Hall, 580 Commerce Street, West Point, MS 39773. Applications will be accepted until Friday June 3rd, 2022 at 4:30 p.m. Interviews will be scheduled between Monday June 3rd and Friday June 10th, 2020. The City of West Point, MS is an Equal Opportunity Employer.