



DES MOINES WATER WORKS
invites applications for the position of:

Water Production Supervisor

SALARY: \$42.49 - \$56.51 Hourly
\$88,380.92 - \$117,546.63 Annually

OPENING DATE: 08/08/22

CLOSING DATE: 09/30/22 05:00 PM

JOB SUMMARY:

JOB SUMMARY: Under the supervision of the Director of Water Production provides supervisory oversight for water treatment operations and maintenance personnel assigned to various shifts. Oversight to include training, educating, and managing staff in operating multiple surface water treatment plants and more than forty remote facilities. Applies comprehensive water treatment knowledge, detailed knowledge of water treatment processes used by the utility thorough understanding of operating tools and techniques, and fiscal discipline to direct operating personnel in the proper operation and oversight of facilities to ensure finished drinking water within the system meets all applicable utility, state, and federal standards.

The hours for this opening are 2:45pm to 11:15pm Monday through Friday.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS:

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provides operational oversight for water treatment and remote sites operations during assigned shift.
- Directly supervises selected Water Production Operations staff, including apprentices and sample technicians assigned to various shifts. Including communicating directly with operators during assigned shifts and consults with on-site operating personnel during off-hours.
- In cooperation with various Water Production supervisory staff, supervises staff on assigned shifts by assigning work, monitoring, and reporting performance. Trains new and current Water Production personnel in water treatment processes and identifies additional training needs.
- Communicates regularly with operations staff through e-mail and regular meetings to keep them current on water treatment topics and related issues as well as general employee information.
- Coordinates, performs, and maintains records of water treatment membrane cleaning to include ultrafiltration and reverse osmosis membranes.
- Assists with ordering and maintaining chemical inventory for water treatment plants and remote sites.
- Establishes proper safety techniques and provides proper equipment and training to promote and ensure a safe working environment.
- Assists with creating and maintaining operator manuals for all DMWW water treatment and remote facilities.

- Monitors and tracks performance of operator activities ensuring the work being performed produces a finished product that meets or exceeds all federal, state, and DMWW drinking water standards.
- In cooperation with Supervisor of Operations, ensures that optimum treatment parameters and feed rates to cost-effectively produce high quality water that meets regulatory requirements are being maintained. Including ensuring sub-processes of treatment plants are functioning properly from both a water chemistry and microbiological perspective.
- Coordinates with Director of Water Production to assist in completion of yearly operating budget for treatment plants and operations personnel.
- Troubleshoots water treatment process or process equipment using multi-variable trending software programs.
- Serves on an on-call in a rotation with other Water Production management personnel and shall be available 24/7 for emergency consultation when not on-call.
- Assist in the completion of required monthly operations reports for the Department of Natural Resources.
- Serves as Hazardous Materials Incident Commander.
- Performs other duties of a similar nature.

QUALIFICATIONS:

Education:

Bachelor of Science Degree in Chemistry, Biology, Engineering, Applied Sciences, Industrial Technology or related fields. Two years of post-high school education involving sciences, engineering, industrial technology and five additional years of highly related work experience may be substituted for a BS Degree.

Experience:

At least five years of experience with the operation, maintenance, engineering, or laboratory functions of a conventional Grade III or higher surface water treatment plant, including 2 years of direct responsible charge operator experience or other applicable leadership experience. Must have experience with and knowledge of chemical feeders, industrial process equipment, and other instrumentation used in surface-water treatment plants.

Licenses/Certifications:

- Valid Iowa Driver's License with a good driving record.
- Grade IV Water Treatment License within 3 years of hire.
- Grade II Water Distribution License within 2 years of hire.
- Hazardous Materials Incident Commander Certification within 2 years of hire.

SUPPLEMENTAL INFORMATION:

Frequently lifts up to 10 pounds

Occasionally lifts up to 50 pounds

Des Moines Water Works is an Equal Opportunity Employer Veterans/Disabled

The selection process consists of an evaluation of education and experience, an interview, completion of selected assessments and completion of a criminal background check, which includes a sex offender registry check. The selected candidate must also be able to pass a preemployment drug screen and physical.

E-Verify Process: Des Moines Water Works participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with Des Moines Water Works must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documents as soon as possible after the job offer has been made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-283-8701 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.dmww.com/careers>

Position #1-2410-22
WATER PRODUCTION SUPERVISOR
RB

2201 George Flagg Parkway
Des Moines, IA 50321
515-283-8717

employment@dmww.com

Water Production Supervisor Supplemental Questionnaire

- * 1. 1. Please describe your experience in water treatment operations specially surface water and membrane treatment.
- * 2. 2. Describe your experience working in a team environment and how many team members you have led.
- * 3. 3. Please share your experience/ knowledge with chemicals and equipment in used in the water industry.
- * 4. 4. Please provide any additional information which you feel makes you an ideal candidate for the position.
- * Required Question