



Job Overview

The **City of Batesville** is seeking an experienced and dedicated **Water Utility Manager** to lead and direct all operations, maintenance, and strategic planning for the City's water system. This critical position is responsible for the continuous, compliant, and cost-effective operation of two municipal water treatment plants and the entire water distribution system. The Manager will ensure the delivery of safe, high-quality water to the citizens of Batesville in strict adherence to all Indiana Department of Environmental Management (IDEM) and U.S. Environmental Protection Agency (EPA) regulations.

Essential Responsibilities and Duties

1. Management and Leadership (Employee Focus)

- Manage, supervise, mentor, and evaluate all water utility personnel, fostering a culture of safety, professional excellence, and compliance.
- Manage employee scheduling, assign daily tasks, and coordinate personnel coverage for the 24/7 nature of utility operations, including on-call rotation and emergency response.

2. Plant Operations and Compliance

- Oversee the two water treatment plants and associated facilities, ensuring correct operation, process control, and performance testing.
- Ensure all water quality testing, reporting, and sampling protocols are executed accurately and timely to maintain compliance with IDEM and federal standards.
- Maintain comprehensive records and documentation required for regulatory compliance and operational history.

3. Infrastructure and Strategic Planning

- **Capitol Improvement Planning (CIP):** Develop, justify, and manage the long-range capital improvement plan for both the treatment plants and the distribution system.
- **Asset Management:** Implement and oversee an asset management program for all utility infrastructure (e.g., pumps, meters, pipes, hydrants) to maximize useful life and minimize risk.
- **Budgeting & Finance:** Assist in the preparation and administration of the utility's annual operating budget and capital expenditure requests.

4. Distribution System and Emergency Response

- Oversee proper and timely maintenance of the distribution system, including leak detection, main breaks, flushing programs, valve exercising, and meter replacement.
- Maintain and lead the Emergency Response Plan (ERP) for the water utility, serving as the Incident Commander or key leader during system failures, contamination events, or natural disasters.

5. Gas Utility

- Assist Gas Utility Manager as needed with projects and employees work schedules.
 - Batesville Water & Gas Utility shares an office, employees and equipment for the City of Batesville and work simultaneously together.
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Required Qualifications

Education & Experience

- High School Diploma
- Preferred experience in the operation and management of a public water utility, with at least 3+ years in a supervisory or management role.

Certification Requirements

- Must possess, or have the ability to obtain within two years, the following licenses from the State of Indiana:
 - **WT4 Water Treatment Plant Operator**
 - **WT3 Water Treatment Plant Operator**
 - **DSM Water Distribution System Operator**
 - **Wastewater Operator Class A-SO**

Knowledge, Skills, and Abilities

- Must be able to respond to after hours issues and emergencies.
 - Thorough knowledge of the principles and practices of water treatment processes (WT4 involves surface water/GWUDI treatment; WT3 involves processes like filtration, softening, or ion exchange)
 - Deep understanding of Indiana's drinking water regulations and the technical/managerial requirements for Class DSM distribution systems.
 - Exceptional leadership, communication, and interpersonal skills necessary for managing employees, contractors, and public communication.
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Compensation & Benefits

- **Salary Range:** Up to - \$90,500 Annually (Commensurate with experience and licensing)
 - **Benefits:** Health, Dental, Vision, Retirement (e.g., PERF), Paid Time Off, etc.
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Applicant must have a valid driver's license and pass pre-employment drug testing. Safety on the job is the highest priority; a safe work history is a must.

Application can be obtained online at **batesvilleindiana.us** or at the City of Batesville office. Application and resume will also be submitted at:

City of Batesville
132 S Main Street
Batesville, Indiana 47006

Or can be submitted by email to sbauer@batesville.in.gov

We will be accepting applications until filled.

The City of Batesville is an equal opportunity employer.