

OPEN FOR KENT COUNTY EMPLOYEES AND THE PUBLIC!

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DATE POSTED:
POSTED BY:
CLOSING DATE/TIME:

JULY 30, 2025
DANIELLE FIELDS
OPEN UNTIL FILLED

All applicants must submit an online application to be considered for the position. To apply, please visit <https://www.kentcountyde.gov/My-Government/Employment-Human-Resources/Employment-Opportunities> if you have any questions, please feel free to contact the Human Resources department at (302) 744-1918 or by email at hr.recruitment@kentcountyde.gov.

Department of Public Works
Wastewater Facilities Division
FLSA Exempt, GRADE 2123
\$72,045.58/annually

WASTEWATER OPERATIONS SUPERVISOR

General Description

The purpose of this position is to perform high-level work in the process controls and mechanical operation and maintenance of the wastewater treatment facilities. This position works under general supervision of the Plant Superintendent and Assistant Director and independently develops work methods and sequences.

Duties and Responsibilities

The functions listed below are those that represent most work duties and responsibilities in this position. Management may assign additional functions as necessary.

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- Coordinates, assigns and reviews work and establishes work schedules; maintains standards; monitors status of work in progress; inspects completed work assignments; answers questions. gives advice and direction as needed.
- Inspects facilities to ensure proper operations and compliance with federal and State regulations.
- Collects, compiles and evaluates laboratory and operations data.
- Assists Plant Superintendent and Assistant Director in preparation of monthly reports and weekly reports as required.
- Approves purchase requisitions.
- Assists in budget preparation process for operations section.
- Requests and supervises maintenance work on all machinery.
- Directs regular operations and safety training for staff.
- Ensures that sufficient supplies and materials are on hand to conduct operations.
- Performs related work as required.

Minimum Education and Experience Requirements:

Requires High School graduation or GED equivalent with a working knowledge of wastewater biology, electronics, and chemistry supplemented by eight (8) years of operations experience in a wastewater treatment plant or any combination of experience and training. An Associate's Degree in Biology, Environmental Science, or related field is preferred.

Additional Requirements:

Comprehensive knowledge of the principles, practices and methods of wastewater treatment; comprehensive knowledge of safety regulations and procedures; ability to train others in plant operations; ability to supervise the work of others; mature judgment; ability to establish and maintain effective working relationship with coworkers and supervisors; good knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- While performing the essential functions of this job, the employee is frequently required to stand, walk, kneel, bend, or climb and to use hands to finger, handle, or feel objects, tools, or controls; and talk or hear for potentially extended shifts.
- The employee must be able to lift to 25 pounds on a frequent basis; lift 25 to 50 pounds on an occasional basis; and lift and/or move between 50 - 100 pounds with assistance.
- The employee must have the physical ability to walk one (1) to two (2) miles during each shift.
- The employee must have the physical ability to navigate multiple flights of stairs frequently at multiple buildings or locations during each shift.
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, color vision, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- This position works inside and outside regularly in various weather conditions.
- The employee frequently works near moving mechanical parts and is frequently exposed to fumes or airborne particles, toxic or caustic chemicals and untreated wastewater. The employee may be required to wear specialized personal protective equipment.
- The noise level in the work environment is usually moderate.
- This position works on a regular schedule; however, incumbents may be called in to work at irregular times in emergency situations and will be assigned to on-call shifts.

Special Certifications and License Requirements:

- Must possess and maintain a valid state driver's license with an acceptable driving history.
- May be required to pass standardized examination to determine basic and supervisory knowledge, skills & abilities.
- Possession and retention of a valid Level IV Wastewater Operator license issued by the State of Delaware.

Notices:

Kent County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (42 U.S. C. 12101 et. seq.), Kent County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. This is an employment at-will position.