



## City of Wildwood Chief Wastewater Operator

<b>SALARY</b>	\$67,067.89 - \$73,774.68 Annually	<b>LOCATION</b>	Wildwood, FL
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	060925
<b>DEPARTMENT</b>	Utility Department	<b>DIVISION</b>	Wastewater
<b>OPENING DATE</b>	06/09/2025	<b>CLOSING DATE</b>	7/9/2025 11:59 PM Eastern

### Description

This is a responsible administrative position, charged with supervising and directing subordinates in the operations, maintenance, and repair of all the City's potable water, and wastewater treatment facilities. Supports and implements all City programs, policies, and procedures related to the Utilities Deputy Director.

### Examples of Duties

- Supervises, instructs, and assists in assigning crews in a daily routine of maintenance activities and repair procedures in the water and wastewater treatment facilities including but not limited to pump maintenance, clarifier maintenance, chlorination system, and preventative maintenance programs
- Trains, supervises and recommends disciplinary action for employees performing the duties of maintenance, and operations
- Responsible for the supervision, training, evaluation, and discipline of all employee's performance of duties for the operation, maintenance, and repair of the City Wastewater Treatment facilities. And all other related duties and functions of the Utility Operation Division
- Review and advise during the hiring and termination process and ensure all department personnel adhere to all policies and procedures of the City of Wildwood
- Plan, organize and recommend the improvement of plant facilities through equipment acquisition and new construction; analyze and recommend construction projects
- Implements a comprehensive and an organized maintenance program, including submersible pump maintenance, instrumentation, and lift station programs to insure a high level of reliability in the day-to-day operation of the treatment facilities
- Oversee equipment stock and place orders for new supplies necessary for maintaining parts, materials, and supplies needed for day-to-day emergency operation of the treatment facilities
- Maintains a good professional working relationship with other departmental staff and the employees of other departments, as well as the public and the staff of professional firms providing services to the city
- Informs Operations Manager and Utilities Deputy Director of all major malfunctions in the operations, provides corrective action plan for immediate repairs/maintenance activities. Provide status updates on all treatment facility processes
- Track expenses and oversee the annual budget for operations while assisting department director with annual budget

preparation

- Review plant and laboratory reports and direct system adjustments of processing methods to improve facilities efficiencies
- Properly reports violations or significant problems to his or her supervisor as well as the appropriate local, state, or federal regulators
- Supervise and coordinate the activities of the Utility Operations including laboratory analysis, wastewater treatment

## Typical Qualifications

### EDUCATION/EXPERIENCE

- High School Diploma or GED equivalent required
- Minimum of ten (10) years' experience in operations, repair, and maintenance of wastewater treatment facilities. With five (5) of those years being in a supervisory position
- Three (3) years of experience with industrial waste programs
- Must have a good working knowledge of FDEP rules and regulations concerning potable water and wastewater treatment
- Thorough knowledge of equipment, facilities, materials, methods, and procedures used in wastewater treatment
- Must have knowledge of chemical, physical, and biological processes involved in potable water purification, wastewater treatment
- Must be computer literate and capable of using a computer-based preventative maintenance program
- Ability to work safely and communicate effectively both verbally and in writing
- Must have knowledge in industrial waste programs and the implementation of industrial waste rules and regulations
- Ability to guide, direct and motivate employees; ability to organize and supervise the activities of various crew performing operations and maintenance work
- Ability to remain calm in stressful conditions

### LICENSES, CERTIFICATIONS OR REGISTRATIONS

- Must possess a valid State of Florida Driver's License or ability to obtain within 30 days of hire
- Must possess a State of Florida Class "B" Wastewater Treatment Operators License (required) or ability to obtain within one (1) year
- Must possess a State of Florida Class "C" Water Treatment Operators License (required) or ability to obtain within one (1) year
- Any combination of the two above licenses with minimum Class "B"

---

#### **Employer**

City of Wildwood

#### **Address**

100 N Main Street

Wildwood, Florida, 34785

#### **Phone**

352-330-1340

#### **Website**

<http://www.wildwood-fl.gov>