

Advertisement for Application
Suwannee Water and Sewer District
Plant Operator/Manager

The Suwannee Water and Sewer District Board of Commissioners is seeking well-qualified applicants for the Suwannee Water and Sewer District Plant Operator/Manager.

Qualifications: Bachelor's Degree (Business Administration or Public Administration preferred) – management experience may be substituted for formal education on a year-by-year basis; Active State of Florida Class C Water and Wastewater Operator's License(s); Experience in contract management and contract negotiations; experience project management; finance, and budget activity

Candidate must be able to oversee all daily administrative activities, Suwannee Water and Sewer District employees, and Plant operations; Expected to prepare and oversee Suwannee Water and Sewer District's budget and ensure all aspects of Plant activity are delivered within approved fiscal year budget. The Candidate must be able to develop and implement effective Suwannee Water and Sewer District organizational policies and procedures, including tactical standard operating procedures and ensure consistent adherence. They must be able to work closely with the Board and take direction from the Board to determine the priorities and needs of our citizens. To maintain and enforce all aspects of Plant Operations in accordance with all laws and ordinances that govern public utilities; and that all permits, licenses and privileges granted by Dixie County/Board are faithfully performed and observed.

The Candidate must be able to work well with the Emergency Operations Center during State of Emergencies and make sure all necessary demands are met for the Plant and Residents. The candidate must be able to communicate, must possess good people skills, have the ability to multitask and understand the team concept. Candidates must be fluent in all Microsoft Programs and efficient in Computer skills.

Suwannee Water and Sewer District is an EEO, Drug-Free Workplace. This position will require a pre-employment background check and drug test.

This position will also require participation in direct deposit. The salary range for this position will be based on the qualifications of the applicant. Applicants must submit resume to the attention of Office Manager, Suwannee Water and Sewer District Plant Office, located at 825 SE 327th Street, Suwannee, FL 32692. If you have any questions please contact Suwannee Water and Sewer District's Office Manager Nancy Goodwin @ 352-542-7570, nancy@suwanneewater.com Deadline for applications will be December 2, 2024, 3 pm.