



# CITY OF NEWBERRY

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25440 West Newberry Road • P.O. Box 369  
Newberry, Florida 32669  
(352) 474-6388 • FAX (352) 472-7026

## **Water & Wastewater Supervisor**

**Salary Range: \$22.92-\$32.09 Hourly**

The City of Newberry is accepting applications for individuals to fill the full-time position of Water & Wastewater Supervisor. The Water & Wastewater Supervisor is a supervisory level class responsible for overseeing various aspects of the City's water and wastewater services. These services may include water treatment and distribution systems, wastewater treatment and collection systems, operations, maintenance, repair, and construction through subordinate staff. The Water & Wastewater Supervisor may be assigned to geographic or specialized service functions.

### **Example of Duties**

- Supervises, schedules, and evaluates operations and/or maintenance activities through subordinate staff
- Develops schedules and methods for performing assigned duties; and work orders; prepares reports on technical services operations as necessary.
- Participates in the selection and training of personnel; assumes responsibility for motivation and evaluating assigned personnel; provides necessary training; initiates disciplinary procedures as is appropriate.
- May perform operational, mechanical, or electrical maintenance activities depending on the area of expertise and troubleshoots process and equipment problems.
- Develops and implements special projects, operational changes and new programs; meets regulatory changes and utilizes related technological advancements.
- Implements and ensures safe work practices and policies appropriate for unit operations; provides for safety training and required reporting.
- Monitors laboratory data obtained from samples of the system for conformance with State and Federal requirements.
- Is required to be available 24 hours a day, 7 days a week for consultation and/or direction of repairs.

**Requirements** (The following are minimum qualifications necessary for entry into the classification)

- High School Diploma or equivalent required; and
- Five (5) years' experience in the operation, maintenance, mechanical or electrical repair of wastewater treatment facilities and/or water production/delivery experience; and
- Five (5) years at a lead worker or supervisory level, and additional training in Budgeting, supervision and management practices; and
- Valid Florida Driver's License; Class B or higher with Air Brakes Commercial Driver's License. Ability to operate a City vehicle with a valid driver's license. Driver's license in good driving record. (Evidence of a good driving record is a condition of employment and will be checked.) and
- Backflow Assembly Prevention Testing and Repair License/Certification; and
- Possession of a Class C Water Operator and Class C Wastewater Treatment Plant Operator Licenses.

The City of Newberry is an Equal Opportunity Employer & Drug Free Workplace. The City offers competitive benefits including but not limited to: a retirement plan through the Florida Retirement System, health, life, dental, vision and life insurance. As well as paid vacation, holidays, and sick leave benefits.

Application are available at City Hall Annex located at 25445 West Newberry Road Newberry Fl. 32669 or [www.ci.newberry.fl.us](http://www.ci.newberry.fl.us) . Contact Human Resources: 352-474-6388. Application must be returned to Human Resources no later than 4:30 pm. Friday July 17, 2015.