**Supervisor, Water Production and Wastewater Standard Job Description**

**Classification Title:** Supervisor, Water Production and Wastewater

**FLSA Exemption Status:** Non-Exempt

**Pay Grade:** 14

**Minimum Pay:** $34.19

**Job Description Summary:**

The Supervisor or Water Production and Wastewater, under direction, supervises the operations and personnel at wastewater treatment and water production facilities.

**Essential Duties and Tasks:**

**30%: Leadership**

* Supervises operations at water production, wastewater treatment plants and water labs. This may require driving a university vehicle to different locations on and off campus

**25%: Plant Systems**

* Ensures plant systems and equipment are operating properly, efficiently, and safely.

**15%: Compliance**

* Gathers data for state and federal regulatory compliance reports.

**10%: Communication**

* Ensures operation and personnel needs are communicated to Manager

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Required Education and Experience:**

* High school diploma or equivalent combination of education and experience.
* Ten years of related experience.

**Required Licenses and Certifications:**

* Texas Commission on Environmental Quality (TCEQ) Class “A” Waterworks and Class “A” Wastewater Treatment Plant operator license.
* Valid Texas Class C Driver’s License or the ability to obtain within 30 days of employment.

**Required Knowledge, Skills, and Abilities:**

* Knowledge of wastewater and water production facilities.
* Ability to communicate clearly and effectively to ensure understanding.
* Strong interpersonal and organizational skills.
* Ability to multitask and work cooperatively with others.

**Machines and Equipment:**

* Vehicle
* General Office Equipment
* Plant Systems

**Physical Requirements:**

* Ability to move heavy objects.

**Other Requirements and Factors:**

* This position is security sensitive.
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU regulations and procedures.
* Works to cover shifts, or take emergency call, on evenings, weekends, and holidays as required.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**