

Mt. Crested Butte Water and Sanitation District

Water Treatment Facility Foreman

Job Summary

The Water Treatment Facility Foreman is an integral part of the plant operations team who will also communicate and work closely with other treatment plant staff. The Water Treatment Facility Foreman adjusts and monitors water treatment plant equipment, monitors treatment parameters, performs process control lab tests, records data, adjusts the application of chemicals and maintains the operations of the treatment facility, prepares reports, and works on special projects as may be assigned. The position requires being able to work flexible schedules which at times will include working weekends, holidays, evenings, or "on call" shifts. Job is primarily at the Water Treatment Plant, but cross-training and work will include the Water Resources Recovery Facility. Ideal candidate will have a minimum of a high school diploma with a higher education, or be able to demonstrate experience in, water treatment, biology/chemistry, spreadsheets and mechanical skills. This is a full-time, year-round position with benefits.

The Foreman position will serve as a direct report to the Water Department Supervisor. They will be a Water Treatment and Distribution Operator in the description above in addition to overseeing the daily operations of the facilities and distribution system. Duties will include employee management, extensive knowledge of CDPHE compliance standards, laboratory sampling procedures, distribution system maintenance, effective and prompt communication skills, use of Microsoft Suite products, organizational and leadership skills.

Salary and Benefits

Excellent benefit package includes 100% employer paid premium for individual, spouse, & family on medical, dental, vision, and life insurance. Other benefits include 12 paid holiday days, two weeks paid vacation, paid sick days, retirement plan (5% employer/employee match contribution, plus 1-3% optional match), employee home ownership program, employer provided uniform, seasonal ski pass.

Experienced operators starting salary \$74,200 to \$91,000 DOQ

Experience, Knowledge, Skills

- A current State of Colorado Water Treatment Plant Operators Certification (Class "B") and/or Distribution (Class "3") is desired or ability to obtain within one (1) year. Relevant license attainment leads to salary incremental increases.
- Supervision and management of multiple employees.
- Knowledge of water treatment practices and laboratory water quality parameter testing procedures.
- Knowledge of equipment including SCADA systems and water treatment plant instrumentation.
- Ability to perform daily recordkeeping, water quality sampling, and routing laboratory analysis.
- Current Colorado driver's license and acceptable motor vehicle record.
- Experience operating heavy equipment for snow removal, grading, and excavation.
- Valid Adult CPR certificate is desired.

Essential Functions

- Communication skills sufficient to convey information to supervisor, the public, or other employees.
- Ability to interpret data displayed on computer monitors, controllers, graphs and gauges.
- Follow written and/or verbal instructions.
- Establish and maintain effective working relationship with supervisors, co-workers, and general public.
- Ability to work alone and/or in groups.
- Work flexible hours, including weekends, holidays, and other shifts/times when work demands.
- Work independently, performing all routine plant operations and handling “alarm” situations.
- Handle difficult situations using tact, patience, and good judgment.
- Attend safety sessions and keep informed about safety and emergency procedures.
- Interpret water quality/quantity data and make appropriate adjustments.
- Perform related duties and responsibilities as assigned.
- Coordinate daily tasks according to priorities and plans
- Delegating individual responsibilities and projects to crew members
- Recruiting, hiring, training, managing and mentoring employees
- Emphasizing safe use of tools, machinery, and equipment
- Resolving conflicts or miscommunications quickly and amicably
- Record keeping and document submission to the CDPHE
- Regular reporting to the supervisor, District Manager, and the Board of Directors
- Excellent organizational and leadership skills

Work Environment

- Work in varied weather conditions.
- Potential exposure to confined spaces, high noise levels, fumes or particles; risk of electrical shock.
- Potential exposure to chemicals used in water treatment.

Physical Requirements

- Ability to stand, walk, stoop/bend, lift, and/or move items weighing up to 50 pounds and make repetitive motions.
- Manual dexterity sufficient to operate tools, vehicles, and equipment.
- Ability to stand, walk, and stoop with flexibility enough to bend, twist, and reach at all body levels, including overhead to complete necessary work.
- Ability to accurately input, retrieve, and verify work assignments.

EMAIL COVER LETTER AND RESUME TO info@mcbwsd.com, Subject: Water Foreman Position