



# CALAVERAS COUNTY WATER DISTRICT

120 Toma Court • Post Office Box 846 • San Andreas, CA 95249 • Main Line (209) 754-3543

## Director of Operations

### The Monthly Salary Range is \$8,885 - \$11,925

Under general supervision this single position class shall plan, organize, direct and provide oversight for all day-to-day District operation functions and activities. Plan, manage, and coordinate the installation, construction, inspection, operations, maintenance and repair of water and wastewater facilities including treatment plants, collection and distribution systems; capital improvement planning, budgeting, cost control, and the reliable operation of all facilities and equipment. Ensure that all District operations functions meet applicable laws, regulations and District policies; provide expert, professional and technical assistance to District staff; provide highly responsible and complex administrative support to the General Manager. The position will be required to exercise good judgment to make quick and appropriate job decisions while applying various District ordinances, policies, and procedures; and be willing to establish and maintain professional and cooperative working relationships with co-workers and the public.

### Education and experience requirements are as follows:

- Graduation from an accredited four-year college or university with major coursework in business, public administration, engineering or a related field is desirable.
- Education or training in public administration, or other training required to receive the certificates issued by the State of California as outlined under Licenses and Certifications.
- Eight (8) years of increasingly responsible experience in operations of water treatment, distribution, wastewater treatment, and collection systems and facilities, including at least four (4) years of management experience of a water treatment, distribution, wastewater treatment, and collections department for a public agency.
- Valid California Driver's License issued by the California Department of Motor Vehicles with a satisfactory driving record.
- Possession of a valid Grade 3 Water Distribution Certification issued by the State Water Resources Control Board. Higher grade certification is highly desirable.

- Possession of a valid Grade 3 Water Treatment Certification issued by the State Water Resources Control Board. Higher grade certification is highly desirable.
- Possession of a valid Grade 4 Wastewater Treatment Plant Operator issued by the State Water Resources Control Board. Higher grade certification is highly desirable.
- Collections Certification issued by the California Water Environment Association is highly desirable.

**Benefits:**

Include CalPERS retirement (2% @ 60 for classic members, and 2% @ 62 for new members), employer-paid medical, dental, vision, disability and life insurance for employee; paid vacation and holidays.

**To be considered for this position, submit a District application by Wednesday, May 30, 2018 at 4:00 pm via:**

E-mail: [hr@ccwd.org](mailto:hr@ccwd.org)

or Mail: Calaveras County Water District  
Attn: HR  
P.O. Box 846  
San Andreas, CA 95249