

Woodard & Curran: Water Treatment Plant Manager
Location: Manchester-by-the-Sea, Massachusetts

How to Apply: Please click on the link to fill out the application.

<https://jobs.lever.co/woodardcurran/e032dd68-7d3a-4cf6-a794-f7167103cdfc>

Woodard & Curran is a national engineering, science, and operations firm with a simple vision for clean water, a safe environment, healthy communities, and happy people. As an employee-owned company, we strive to cultivate diverse teams and encourage collaboration in an equitable and inclusive culture. We seek talented individuals from all backgrounds to help us address a broad range of water and environmental issues. We prioritize our people, offering opportunities for professional growth, ownership, and flexibility. That's how we make a difference to our clients, people, and planet.

Woodard & Curran draws on the experience of hundreds of certified operators across the country, backed by the knowledge and skills of hundreds more engineers, scientists, and regulatory experts, to quickly tackle the most challenging operational issues and keep treatment plants running efficiently and in full compliance. Woodard & Curran also aids employees in earning, upgrading, and keeping their certifications within the industry.

What will you be doing at Woodard & Curran?

Woodard & Curran is seeking a full-time Plant Manager and Primary Operator for the Town of Manchester-by-the-Sea, Massachusetts Drinking Water Treatment Facilities. As the Plant Manager and Primary Operator, you will participate in the daily operation and general maintenance of equipment, structures, and grounds at the Town of Manchester-by-the-Sea's 3 MGD Trident Microfloc Surface Water Treatment Facility, two ground water wells, and 1.7 MG storage tank – to include managing all associated regulatory sampling programs – in a safe and timely manner. Each day presents different challenges and learning opportunities. Woodard & Curran is dedicated to our employees' growth and development and wants to help you on your career path.

The Plant Manager is responsible for the day-to-day management and supervision of the Town's drinking water treatment facilities and will oversee a small team of one operator. This includes scheduling, coordinating, and directing plant staff in the overall operation of the various treatment processes and maintenance activities throughout the facilities. The Plant Manager is responsible for fostering a safe work environment for all plant personnel and visitors. He or She will regularly prepare reports for regulators, the client, and the firm. Additionally, the Plant Manager will manage the budget of the project and manage the scope and schedule of contractual obligations and serve as the main point of contact between the client and the firm. Supervision will be provided by an Assistant Area Manager; however, the Plant Manager must be able to work comfortably in a self-directed environment with minimal daily supervision.

Essential Duties include but are not limited to:

- Responsible for managing and participating in the day-to-day operations and maintenance at the facilities, where responsibilities may include, but may not be limited to scheduling, coordinating, directing, and supervising all daily operations.

- Support daily operations and maintenance of assigned equipment to include residual management, electrical and mechanical components, SCADA and remote communications networks, and strategic pump and flow management.
- Complying with all Woodard & Curran Health and Safety Programs and instilling a Safety-First culture within the project.
- Manage and/or maintain the use of the daily operations log.
- Manage the towns drinking water sampling programs with regulatory agencies, to include collecting samples and conducting laboratory tests where/when necessary, in support of regulatory compliance.
- Meet with the Assistant Area Manager and Client on a regular basis to discuss and review plant operations and maintenance.
- Manage operating budgets to include annual operating and capital.
- Monitor operations by inspecting and reviewing data, records and reports, coordinates sampling.
- Keep accurate and up to date records for the project. Prepare and review all required reports.
- Respond to all complaints in cooperation with the client relative to the operation of the wastewater treatment facility and pump stations and initiate appropriate action to resolve the issues.
- Manage the repair, maintenance and construction activities of the project and coordinate activities with the client.
- Ensure all employees receive proper training in materials, equipment, tools and safety procedures.

The pay range for this position is \$35.00 - \$40.00/hour. This position is eligible for straight time hourly overtime pay for hours worked over 40 per week.

Schedule:

This project operates on a two-week rotating schedule, rotating with the facility's secondary operator. The Plant Manager and Secondary Operator rotate long and short weeks and on-call coverage.

Example schedule below:

- Week 1 – Long Week: On duty Monday through Sunday first shift, 0600-1400 or 0700-1500.
- Week 2 – Short Week: Off duty Monday, on duty Tuesday through Thursday first shift, 0600-1400 or 0700-1500, off duty Friday through Sunday.

Availability for standby duty and the ability to be "on-call", working evenings, weekends and holidays as needed. When on-call, you will need to be able to respond to alarms and emergencies within one hour. Response to emergency events and alarm callouts as needed and required. The operator on their long week will also be on-call for that week. On call coverage begins of Monday shift, to beginning of next operator's Monday shift.

What will you need to succeed?

- Must possess a Massachusetts Grade 4T Full (preferred) or Grade 3T Full (with experience) Drinking Water Operator License – with the ability to acquire the Grade 4T Full within 2 years.
- Minimum of 5 years' experience in the water treatment industry.
- Proficiency with computers, including an ability to work with: SCADA, Microsoft Word, Excel, Maintenance Management Programs, and other site-specific systems.
- Participation directly in, and to a significant extent, management of the operation, maintenance, and repair of drinking water facilities throughout the last 5 years.
- Experience managing a minimum of 1 staff.
- Excellent verbal and written communication skills and interpersonal skills.
- Proven track record with regulators and solid understanding of regulations and reporting requirements.
- High school diploma or equivalent.
- Must possess a valid driver's license.
- May require an irregular work schedule and overtime hours.
- Ability to establish and maintain effective working relationships with superiors, other personnel, and the general public.
- Ability to communicate effectively, orally and in writing.
- Familiarity with water treatment processes with particular aptitude for laboratory analysis, record keeping, and facility maintenance.
- Must be able to lift or move up to 40 lbs. on a regular basis.
- Successful candidates will be required to complete a background check, pre-placement physical and drug screen before employment.

The pay range for this position is \$35.00 - \$40.00/hour. This position is eligible for straight time hourly overtime pay for hours worked over 40 per week.

Equal Employment Opportunity and Affirmative Action Statement

Woodard & Curran is an equal opportunity employer. Individuals with Disabilities and Protected Veterans are encouraged to apply.

Diversity, Equity, and Inclusion

We value diversity, equity and inclusion and encourage individuals from all backgrounds to apply. Woodard & Curran believes that diverse teams working together in an equitable, inclusive culture provides the right environment for employees to thrive, our clients to benefit, and our business to prosper over the long run. Our success is tied to a culture that embraces our differences and creates an environment where everyone can bring their whole, authentic selves to work. When employees are supported to reach their full potential, we can provide our clients with the most innovative, sound, and cost-effective solutions.