



CITY OF MESA
invites applications for the position of:
**Water Resources Assistant
Director**

SALARY: \$97,198.40 - \$130,832.00 Annually

OPENING DATE: 03/15/13

CLOSING DATE: Continuous

DESCRIPTION/DUTIES:

First review of applications will be Monday, April 1, 2013.

This classification has been designated as a non-classified, non-merit system, at-will position.

The fundamental reason this classification exists is to direct a major functional area of the Water Resources Department and manage highly complex and multi-disciplinary activities, including special projects across division. The incumbent exercises considerable independence in working with division heads and managers of other City departments on problems relating to water and wastewater activities. The Water Resources Assistant Director is responsible for the management and direction of the City's water treatment plant, three wastewater treatment plants, utility control room operations, water and wastewater regulatory compliance, industrial pretreatment, back-flow prevention, water and wastewater engineering and planning, Supervisory Control and Data Acquisition (SCADA), electrical controls and instrumentation, and other areas by assignment. Work assignments are broad in scope and require the use of independent judgment and initiative in making technical and managerial decisions of considerable difficulty. The incumbent performs a variety of professional engineering related and administrative tasks and oversees supervisors, technical workers, and professional-level employees. This class performs related duties as required.

As the Assistant Director for the Department and the third-level professional engineering supervisor for the Water Engineering and Planning Group, the position under review is responsible for overseeing the strategic direction of the life cycle asset management program for all components of the water and water reclamation facilities and infrastructure from inception through retirement and replacement, which includes the long-range capital replacement schedules for assets. The position oversees master planning for water and wastewater and preparation of operations & maintenance (O&M) and 10-year Capital Improvement Plan (CIP) budgets for the workgroups supervised. The position is responsible for ensuring that the right capital investments are made at the right time. The position is responsible for reviewing plans for present and future programs and needs, including equipment and facility requirements, and reviewing technical reports and budgets submitted by engineers and plant managers. The position is responsible for ensuring operational efficiency, redundancy, and resiliency of the equipment and personnel at the City's water and wastewater treatment plants.

The Assistant Director for the Department is responsible for ensuring that the Department provides high quality drinking water and treated effluent supplies in full compliance with regulatory requirements. The position is also responsible for ensuring that the water and wastewater treatment plants operate at the highest levels of efficiency while maintaining quality goals, redundancy, and resiliency, and that the water distribution system operates at the highest level of efficiency while still maintaining water quality, water pressure, and water age goals.

Supervision is received from the Water Resources Department Director who reviews work through reports, meetings, and conferences regarding results achieved. This class is FLSA exempt-executive.

QUALIFICATIONS & REQUIREMENTS:

Minimum Qualification(s) Required. Graduation from an accredited college or university with a Bachelor's Degree in Civil, Chemical, or Environmental Engineering, or closely related engineering field. Extensive (5+ years) administrative and supervisory experience in water and/or wastewater municipal operations including experience in capital improvement project planning, life cycle asset management, and supervising professional engineering staff.

Special Requirement(s). Must possess a valid Arizona Driver's License by hire date. Registration as a Professional Engineer (PE) at the time of hire, with PE registration in Arizona within 6 months of hire.

Preferred/Desirable Qualification(s). A Master's Degree from an accredited college or university in a related discipline is preferred.

LINK TO JOB DESCRIPTION:

apps.mesaaz.gov/JobDescriptions/Documents/JobDescriptions/cs5518.pdf

The City of Mesa supports the following Council Strategic Initiatives: Economic Development, Quality Of Life, Community Engagement, Financial Stability and Regional Leadership. The City of Mesa respects, values, and welcomes diversity in our workforce. To this end, we encourage all interested people to apply. Human Resources reserves the right to close positions without prior notification.

APPLY ONLINE AT:

<http://mesaaz.gov/Jobs/>

PO Box 1466
Mesa, AZ 85211-1466
480-644-2758
480-644-3240

Posting #03135
WATER RESOURCES ASSISTANT DIRECTOR
CG

jobs.info@mesaaz.gov

Water Resources Assistant Director Supplemental Questionnaire

- * 1. Do you have a Bachelor's Degree in Civil, Chemical, or Environmental Engineering, or closely related engineering field?
 - Yes
 - No
- * 2. How many years of administrative and supervisory experience do you have in water and/or wastewater municipal operations, including experience in capital improvement project planning, life cycle asset management, and supervising professional engineering staff?
 - Less than 3 years
 - More than 3 years but less than 5 years
 - 5 or more years
- * 3. In box below, please note the number of years you have worked in a municipal water or wastewater utility. If you have worked for a private utility, district, or other please note that below.
- * 4. Please list the titles of your current direct reports in the box below.
- * 5. In the box below, please provide the divisions or areas of responsibility in a water/wastewater utility you have managed and supervised, and for how many years.
- * 6. Please list water and/or wastewater master plans you have worked on, and the water/wastewater system they were prepared for in the box below.
- * 7. Please describe your experience in asset management in the box below.
- * 8. Please describe your management style in the box below.
- * 9. Please explain why you believe the City of Mesa should consider you as a candidate for this position in the box below.
- * Required Question