

SEWERAGE SUPERVISOR - COLLECTIONS



Pollution Control | Collection

SUMMARY

Responsible for the administration, operation, and maintenance of all wastewater collection facilities. Develop plans and procedures to ensure efficient operations. Supervise and direct personnel.

JOB OVERVIEW

PAY TYPE

Exempt (Salaried)

SCHEDULE

Monday to Thursday

Must be willing to work overtime, including nights, weekends, holidays, and emergency call-outs.

SHIFT

6:30 a.m. to 5 p.m.

LOCATION

Pollution Control Facility – St. Louis Canal Road

REPORTS TO

Pollution Control Administrator

PHYSICAL DEMANDS

- Lift over 50 lbs. (heavy)

WORK ENVIRONMENT

- Indoors and outdoors in various climates and conditions
- Frequent interactions with personnel, government officials, and the public

EMERGENCY EVENTS

Required to work during emergency events.

Questions? No problem! Email us at employment@tpcg.org.

ESSENTIAL FUNCTIONS

- Develop plans and procedures to ensure efficient collection system operation.
- Recommend system improvements and additions.
- Supervise and direct the activities of system personnel, including preparing daily work schedules, evaluating personnel performance, providing training, and exercising direct authority over all facility functions and personnel in accordance with policy and procedure.
- Oversee management of the GIS and SCADA systems.
- Develop and implement the preventive maintenance program for the collection system to include inspecting the system daily and providing technical guidance on the operation, construction, and maintenance of the system.
- Review and approve sewer construction plan and specifications for private and public projects.
- Handle budget-related tasks, including preparing operational summary reports and budget requests, controlling expenditure of budget funds, authorizing minor purchases, requesting approval for major expenditures, and developing specifications for major equipment/material purchases.
- Work in other areas of the division as needed.
- Perform other duties as assigned by supervisor.

GENERAL REQUIREMENTS

- Knowledge of basic processes and equipment involved in wastewater collection, including basic mechanical and electrical requirements.
- Knowledge of GIS and SCADA systems.
- Ability to plan, direct, and evaluate collection systems, including managerial and administrative procedures.
- Read and write sufficiently to interpret oral and written instructions and prepare clear, concise reports and budget recommendations.
- Possess and maintain personal phone for emergency and call-out purposes.
- Learn and practice applicable safety rules and regulations.

EDUCATION, EXPERIENCE, AND LICENSES

- High school diploma or GED certificate required.
- College degree in engineering or technical field or equivalent job experience desired.
- Possess or be willing to obtain LA DHH-OPH Wastewater Collection IV certification.
- Possess and maintain a valid Louisiana driver's license.