

# SEWERAGE SUPERVISOR - TREATMENT



Public Works | Pollution Control | Treatment

## JOB RESPONSIBILITIES

The Terrebonne Parish Consolidated Government's Sewerage Supervisor – Treatment is responsible for the administration, operation, and maintenance of a 16 MGD ABF Plant, a 13 MGD Secondary Treatment Facility, and numerous package plants.

### JOB OVERVIEW

#### PAY TYPE

Exempt (Salaried)

#### SCHEDULE

Monday to Thursday

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

#### LOCATION

Pollution Control Facility – St. Louis Canal Road

#### REPORTS TO

Pollution Control Administrator

#### PHYSICAL DEMANDS

Lift over 50lbs. (heavy)

#### WORK ENVIRONMENT

Indoor and outdoors with frequent exposure to wastewater, noise, heat, cold, inclement weather, and other hazardous conditions.

Frequent interactions with personnel, government officials, and the public.

#### EMERGENCY EVENTS

Required to work during emergency events.

#### REQUIREMENTS

Valid Louisiana driver's license

Home phone service for emergency call-out purposes.

In this role, the incumbent will be responsible for the ABF process which includes grit removal, preparation, primary sedimentation, activated bio-filtration, extended aeration, chemical coagulation, final sedimentation, chlorination, and anaerobic sludge digestion.

The Sewerage Supervisor – Treatment is also responsible for managing plant functions and personnel, developing operational plans and improvements, preparing reports and budget requests, supervising plant employees, implementing a preventive maintenance program, ensuring regulatory compliance, and providing training to plant operators.

The Sewerage Supervisor – Treatment also maintains effective communication with employees, government officials, and the public, while offering technical advice and resolving operational issues.

### JOB DUTIES

- Develop plans and procedures to ensure efficient plant operation and recommends plant improvements and additions.
- Develop, implement, and coordinate a preventive maintenance program for plant process equipment.
- Review daily quality control reports and makes treatment process changes as required to ensure treatment facility complies with discharge permit.
- Provide technical advice on operation, construction, and maintenance of sewerage system and interfaces with technical support personnel to analyze alternative solutions to operational problems.
- Develops specifications for major equipment and material purchases.
- Prepares operation summary reports and budget requests, controls expenditure of budget funds, authorizes minor expenditures and request approval for major expenditures, if required.
- Provides training for plant operator technicians in the proper operation of treatment plants.
- Exercises direct authority over all plant functions and personnel in accordance with approved policies and procedures.
- Directs activities of plant employees through the creation of daily work schedules, inspections, and evaluations.
- Perform any additional task as required by the director.

## SKILLS AND QUALIFICATIONS

- **Leadership Skills:** Ability to supervise, train, and coach plant staff to ensure efficient plant operations along with the capacity to develop and implement strategic plans for plant improvements and future growth.
- **Time Management:** Requires strong time management skills to ensure efficient plant operations and effective supervision of staff. Ability to assess tasks and responsibilities to determine which are most urgent or important, allowing for effective allocation of time to critical activities such as regulatory compliance, equipment maintenance, and addressing operational issues.
- **Budgeting and Fiscal Management:** Prepare and manage budgets, control expenditures, and recommend equipment purchases.
- **Analytical Skills:** Strong problem-solving and decision-making abilities to analyze and address operational challenges, as well as a thorough understanding of industrial waste and its effects on treatment processes.
- **Communication Skills:** Effective communication is crucial for interacting with employees, government officials, and the public, and for preparing clear reports and documentation.
- **Organizational Skills:** Requires attention to detail and excellent organizational skills. Ability to develop and modify work procedures, methods, and processes to improve efficiency.
- **Technical Skills:** Understanding of wastewater treatment processes, including chemical, biological, and bacteriological processes. Strong background in math, biology, and chemistry.
- **Qualifications:**
  - Bachelor's degree in sanitary, civil, chemical or mechanical engineering or other technical field from an accredited college or university.
  - Minimum of two (2) years of experience in various sewerage system works (design, operation, governmental regulations, etc.)
  - Louisiana Class IV State Certification in Wastewater Treatment, or ability to obtain.

