

## **Water Facilities Superintendent**

Bradford City Water Authority

Full-Time • On-Site

### **Position Overview**

The Bradford City Water Authority is seeking a highly skilled and motivated Water Facilities Superintendent to oversee the daily operations, regulatory compliance, staffing, and long-term capital planning for our Water Treatment Plant facilities and Distribution system. This leadership role is ideal for a seasoned professional with strong project management expertise, proven supervisory experience, and a background in utility operations — with water/wastewater experience strongly preferred.

The Superintendent plays a critical part in ensuring safe, reliable, and high-quality drinking water for the communities we serve. This position reports directly to the Executive Director.

### **Key Responsibilities**

#### **Operations & Compliance**

- Oversee daily operations of the Water Treatment Plant and Distribution System to ensure compliance with all PA DEP, EPA, and applicable regulatory standards.
- Ensure proper operation of filtration, disinfection, pumping, chemical feed, and SCADA/automation systems.
- Maintain accurate production, reporting, and regulatory documentation.
- Develop, implement and maintain standard operating procedures (SOPs) for treatment processes, distribution operations, safety, and emergency response.

#### **Leadership & Supervision**

- Directly supervise treatment plant operators, distribution staff, and support personnel.
- Provide coaching, training, performance evaluations, and corrective actions when necessary.
- Manage shift coverage, scheduling, and staff development to maintain fully functioning 24/7 operations.

#### **Project & Capital Management**

- Assist the Executive Director in planning, budgeting, bidding, and execution of major capital improvement projects.
- Assist the Executive Director in coordinating with engineers, contractors, and vendors on scope, timelines, and projects.
- Assist in long-term strategic planning for plant and system upgrades, capacity improvements, and modernization initiatives.

### **Asset, Budget & Administrative Duties**

- Oversee maintenance programs for pumps, motors, treatment basins, instrumentation, and control systems.
- Assist with operational budgeting, chemical procurement, and inventory management.
- Prepare reports for management, including operational summaries, incident documentation, and capital project updates.

### **Safety & Compliance Culture**

- Enforce all safety policies, lock-out/tag-out procedures, and OSHA standards.
- Strong participation in safety meetings, incident investigations, and ongoing risk-reduction initiatives.

### **Minimum Qualifications**

- 3+ years of supervisory or lead operator experience.
- Demonstrated experience managing or assisting with large capital projects (\$500k+ preferred).
- Strong knowledge of regulatory compliance standards (DEP/EPA).
- Excellent communication, leadership, organization, and documentation skills.
- Proficiency with SCADA, Microsoft Office, and modern plant control systems.

### **Preferred Qualifications**

- 5+ years of experience in water treatment, distribution systems, wastewater, utilities, industrial operations, or a related field.
- PA DEP Water Operator Certification (Class A; subclasses as applicable).
- Experience working in a municipal or public utility environment.
- Project management credentials (PMI, CMOM, construction oversight experience) are a plus.
- Proficient management and implementation within GIS technology platforms.
- Experience collaborating with engineering firms, contractors, permitting agencies, and funding programs (e.g., PennVEST).

### **Work Environment**

- Primarily on-site at both the Water Treatment Plant and Distribution facilities.
- Occasional evening or weekend call-outs depending on operational needs.
- Must be able to climb, lift, work in all weather conditions, and respond to Authority emergencies.

### **Compensation & Benefits**

- Competitive salary commensurate with experience.
- Health, dental, vision, and retirement benefits.
- Paid vacation, sick leave, and holidays.
- Professional development and certification reimbursement opportunities.

*Please send resumes to [brett@bradfordwater.com](mailto:brett@bradfordwater.com)*