

TITLE	Plant Manager II	GRADE	12
COMPANY	Aqua PA – Western Area	JOB CODE	R1755
JOB FAMILY GROUP (Department)	Production	REPORTS TO (Title only)	Western Area Manager
MANAGEMENT LEVEL	Manager	GEO	1
EEO	1.2 First/Mid-level Officials and Managers	FLSA	Exempt

JOB SUMMARY	This Plant Manager II manages the operation, staffing, budgeting, and performance of water and wastewater plants, assigned well stations and system facilities located in the Western Area of Aqua Pennsylvania, Inc.		
--------------------	---	--	--

ESSENTIAL DUTIES: (Primary Duties and Responsibilities)

- Manages the production team which includes union and non-union employees. Interviews, hires, sets high performance standards and manages performance in accordance with all applicable HR policies and procedures. Creates an energized work environment, fostering an atmosphere that enables employee trust and engagement. Inspires confidence and motivates others to perform at their best. Develop and coaches assigned personnel while effectively addressing performance issues. Oversees training programs for labor functions.
- Oversees the day-to-day operation of all facilities, ensuring the timely repair, maintenance and management of the source and treatment facilities, booster stations, tanks and valve/meter pits and all associated equipment, grounds, and buildings. Manages emergencies and elevated issues affecting the facility and its operations.
- Manages the Department Safety Program and OSHA compliance, including but not limited to process safety, risk management plans, confined space program, lockout/tagout, etc. Ensures the assigned plants comply with applicable regulatory agency and state regulations as required within established operating contracts.
- Participates in the development and implementation of company goals, objectives, policies and procedures throughout the assigned plant. Communicates annual goals and updates the team on operating results and changes to procedures.
- Maintains the AWWA Partnership program participation and other One Company Initiatives.
- Leads the preparation and monitors adherence to the Operating and Capital Budgets for production department facilities. Identifies and tracks maintenance, repair, and capital improvement budgets to ensure expenditures are in accordance with established budgets and operational plans. Reconciles and resolves issues. Determines additional needs and funding.
- Manages procurement activities for the assigned plant and associated facilities. Prepares requisitions/invoices for necessary equipment, material, and supplies and maintains production department inventory system. Ensures needed materials and chemicals are on hand for daily work.
- Manages documentation for the facility(s) including the development, maintenance and updating of standard operating procedures manuals. Develops, maintains, and manages the preventative maintenance program for department facilities, including updating information in the Maintenance Connections system. Coordinates, completes and reviews a variety of operational reports and statistical data.

- Prepares, reviews, and submits regulatory agency reports, e.g. SDWA regulatory report, Coordinates, completes and reviews operational records and statistical data. Maintains permit and operational compliance as the Operator of Responsible Charge for public water systems assigned to the department.
- Builds close working relationships with public agencies, i.e. meets with local fire departments, PA DEP and other related activities that promote the Company and facilitate communication with local communities.
- Prepares and maintains the Emergency Management Plan along with any required participation in local emergency planning agency activities and meetings.
- Works collaboratively with the treatment, engineering, and distribution departments to maintain the overall operational integrity of the facilities.
- Performs other related duties as assigned by the Western Area Manager.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function(s).

QUALIFICATIONS (Required Experience, Education, Licenses, and Certifications)

- Bachelor’s degree in chemistry, biology, environmental science, engineering, or a related field is preferred.
- Minimum of 7 years of experience in Water Treatment Plant operation with 5 years in a supervisory role.
- Currently holds a Pennsylvania Certification for Water Works Operator Class A and all Subclasses required for plant operations. If not in possession of the license, consideration will be given to candidates who can obtain one in a time frame determined acceptable by Aqua.
- Currently holds an Ohio Certification for Water Distribution Class I Distribution required for Masury, Ohio system operations. If not in possession of the license, consideration will be given to candidates who can obtain one in a time frame determined acceptable by Aqua.
- A valid U.S. Driver’s license

KNOWLEDGE, SKILLS AND ABILITIES: (Examples below)

- Must be computer literate and be proficient using Window based applications, including word processing, e-mail, and spreadsheet applications.
- An advanced knowledge of computer control systems and programming, water chemistry and laboratory procedures,
- Advanced computational skills to calculate chemical dosages and determine calibration of chemical feed systems.
- Mechanical skills are required to provide direction on maintaining large pumps, drives, motors, piping systems, chemical feeders and storage tanks.
- A basic knowledge of electrical power distribution and control systems.
- Excellent written, verbal and interpersonal communications skills; communicate effectively (clearly, concisely and professionally) with customers, employees, colleagues, corporate office, regulators, public officials, vendors, communities, etc.
- Ability to work well under pressure.

<ul style="list-style-type: none"> • Ability to work on multiple projects simultaneously and adapt to changing priorities in a fast-paced environment • A team player able to work effectively in a team fostered multi-tasking environment 			
WORKING CONDITIONS/PHYSICAL DEMANDS:			
<ul style="list-style-type: none"> • Standard work hours, 8:00 AM to 4:30 PM, Monday through Friday • Respond to / attend periodic after-hour emergencies and/or meetings • On call and available 24/7 to handle any problems that may arise. • May be subject to extreme temperatures, noise, wet and/or humid conditions, mechanical, electrical, gas exposure hazards, fumes, dusts, mists, gases and/or poor ventilation atmospheric conditions. • See, hear, talk, and perform tasks requiring manual dexterity. • Operate standard office equipment. • Working conditions may include travel to work sites of Essential Utilities and/or other constituents (if applicable). 			
<p><i>The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p>			
<p>This is not an all-inclusive document. Additional duties, expectations, demands, etc. may be added or changed to this document on an as-needed basis in order to meet organizational needs.</p>			
Original Date:	08/16/2021	Revision Date:	
Market Code:		Evaluated By:	
AAP/EEO Statement			

Essential Utilities, Inc. is an Equal Opportunity / Affirmative Action employer. Equal employment opportunity is provided to all employees and applicants for employment without regard to the following legally protected characteristics: race, color, religion, sex, national origin, age, pregnancy (including childbirth and related medical conditions, including medical conditions related to lactation), physical or mental disability, covered-veteran status, genetic information (including testing and characteristics), sexual orientation, gender identity or expression or any other characteristic protected by applicable local, state or federal law

CLICK HERE TO APPLY

https://aquaamerica.wd5.myworkdayjobs.com/en-US/Aqua_America_Careers/job/PA-Sharon-Plant/Plant-Manager-II_R1755