

# Narragansett Bay Commission (NBC) VACANCY NOTICE

Title of Position: Operations Supervisor Reference Position No. FP010  
Salary Range: 8A/ \$49,713.98 - \$74,570.97 Application Period: 3/20/19 to 4/3/19  
Division--Section--Unit: Operations/Field's Point Wastewater Treatment Facility  
Assignment(s) Comments \_\_\_\_\_  
Shift and Days: Wed. 11 AM – 7 PM; Th. 7 PM – 3 AM; Fri./Sat. 3 PM – 3 AM Location: Providence  
Restrictions/Limitations \_\_\_\_\_  
Position Covered By Collective Bargaining Union Agreement Yes \_\_\_\_\_ No XX  
Name of Bargaining Unit Union none

## DUTIES/RESPONSIBILITIES:

Provides day to day supervision and direction to subordinate skilled and semi-skilled unionized personnel involved in 7 day/24 hour, computer controlled, and continuous process operations involving wastewater treatment facilities, equipment, vehicles, buildings and grounds in conformance to all applicable NBC/state and Federal regulatory /permit guidelines. Directs and trains subordinate staff in daily operations and preventative maintenance of NBC wastewater treatment, pumping and monitoring facilities. Sets priorities, renders operational advice, makes daily assignments, interprets policy, and resolves issues/ problems (e.g.: personnel, union grievances, coverage, operational safety, etc.) Is management's representative during off-shifts. Ensures all work is performed in accordance with NBC policy guidelines, operational SOP's, State & Federal Permit requirements, safety procedures and the union collective bargaining agreement. Trains and re-trains employees. May work a rotating shift schedule, as required. Performs other duties as assigned, within skill and experience capabilities.

## EDUCATION/EXPERIENCE/SPECIAL REQUIREMENTS:

High school diploma or GED required. College coursework in environmental sciences, engineering, and/or management preferred. Completion of specialized wastewater training is desirable. Minimum of 3 years experience in the operation and maintenance of a secondary, activated sludge wastewater treatment facility is required.

## Special Requirements:

Within one year of appointment must possess a Grade III certification license for wastewater treatment operators or a valid Grade III Operator-in-training certificate. Must possess a valid Rhode Island driver's license. Practical knowledge of the methods, equipment techniques and computer inputs used in wastewater treatment systems, and current Federal, State & Local regulatory requirement as applied to wastewater treatment facilities and operations.

## **AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:**

### • REASONABLE ACCOMMODATION:

If an applicant is unable to perform any essential job functions because of his/her disability, but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for the position.

### • MEDICAL INFORMATION:

Successful completion of a pre-placement physical examination and drug screen will be required after a conditional offer of employment has been made.

Apply within the application period as shown on this announcement. This Agency does not assume responsibility for applications sent through the mail. *NOTE:* The Narragansett Bay Commission union contracts allow a 3 day grace period for its members only. Bureau of Criminal Identification background check will be performed after a conditional offer of employment has been made.

### **SEND RESUME OR APPLICATION TO:**

**The Narragansett Bay Commission**

**Human Resources Office**

One Service Road

Providence, RI 02905

**TEL: 401-461-8848/ TTY: (RI Relay Operator): 711**

**FAX: 401-461-2242**

**or e-mail [hr@narrabay.com](mailto:hr@narrabay.com). E-mailed resumes must be in MS Word Format.**

