



CITY OF AMES
invites applications for the position of:
**Water Pollution Control Plant
Superintendent**

An Equal Opportunity Employer

SALARY: \$37.47 - \$56.13 Hourly
\$77,941.97 - \$116,746.86 Annually

OPENING DATE: 01/03/22

CLOSING DATE: 01/31/22 12:00 PM

GENERAL INFORMATION:

Centrally located in the heart of Iowa, Ames is a vibrant, progressive community with more than 60,000 residents providing an excellent quality of life. Home to Iowa State University, Ames offers year-round recreation opportunities, diverse cultural offerings, a stable economy, safe neighborhoods, and a high-achieving school district.

The City of Ames is accepting applications for qualified candidates to fill the vacancy for WPC Plant Superintendent with the Water and Pollution Control department. The WPC Superintendent manages and supervises the operation and maintenance of the City's wastewater treatment plant and lift stations, while performing other related work as required. This position also serves as a member of the departmental leadership team.

In order to be considered for this position, all applicants must submit their online application by the deadline listed on this posting. Your application includes complete responses to the supplemental questions. Please keep in mind that submission of a resume in lieu of work history on your application or answering the supplemental questions is not sufficient.

Compensation Philosophy:

The City of Ames has a compensation philosophy that the starting pay for our merit salary ranges establishes the salary for employees who meet minimum requirements of a position. The median of any merit salary range is for an employee who can reasonably meet all expectations of the position responsibilities without initial extensive training. In order for employees to have an opportunity to grow within their position, we may consider a candidate's education, experience, and skills above the minimum requirements when looking at a salary closer to or slightly above the median.

The current median of the pay grade for this position is \$97,344.

Benefits

Our comprehensive benefits package can be viewed at: [City of Ames Benefits](#)

Public Service Loan Forgiveness (PSLF) Program: The PSLF Program is a federal program that is intended to encourage individuals to work in public service by forgiving the balance of their federal student loans. To qualify, the individual must have made 120 qualifying payments while employed by a qualifying employer. For more information, please visit: [PSLF Program](#)

Please see the Residency Requirement GIS link outlining the living area for Blue Collar required for this merit position to live within.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS:

Plans, schedules, assigns, manages and inspects the work of wastewater plant personnel in the operation and maintenance of the City's wastewater treatment and pumping facilities; checks operating records of plant flow, biosolids handling, and gas production; prepares and supervises preparation of a variety of operational reports related to volume treated, flow diversions, biosolid handling, and on-site power production; analyzes operating records to determine permit compliance, areas of potential increased efficiency, and to forestall breakdowns in equipment; reviews and approves written standard operating procedures; approves changes to established plant operating procedures; establishes work schedule for plant personnel; oversees improvements to plant and equipment; assesses and recommends candidates for plant vacancies; develops and administers division budget; prepares disaster plans to deal with a variety of emergency situations; prepares and submits reports required by regulatory agencies.

Each employee is expected to continually strive to bring shared values to life through our Excellence Through People organizational culture. ETP values include: committing to continuous improvement; inspiring creativity and innovation; being customer driven; making data-driven decisions; committing to diversity, equity and inclusion; championing employee involvement; striving for excellence; having fiscal stewardship; acting with honesty and integrity; exhibiting leadership; choosing a positive attitude; respecting one another; promoting safety and wellness; and cultivating teamwork. For leaders, this includes creating a work culture that brings these values to life. For all employees, this includes maintaining a Total City Perspective. The purpose of ETP is to deliver exceptional services to the public at the best price, and for employees to experience an enjoyable and stimulating work environment.

Other Job Functions: Oversees plant and grounds maintenance and repair; oversees inventory of maintenance parts and supplies; supervises operation of the official weather station; oversees the development and implementation of the preventive maintenance program; works with lab division to evaluate and improve the quality of the effluent; investigates complaints about the quality of the effluent or receiving stream; approves orders for supplies; trains new personnel; maintains flood watch equipment; conducts or assigns plant personnel to conduct plant tours.

QUALIFICATIONS:

Education and Experience: Four years of post-secondary or continuing education level training in wastewater treatment technology, environmental science, biology, chemistry, civil engineering, or a closely related hard science discipline; four years of supervisory or operations experience "in direct responsible charge" in a grade III or grade IV wastewater treatment facility, preferably including responsibility for maintenance operations and management; or an equivalent combination of education and experience.

Licenses and Certificates: Must possess an Iowa Grade IV wastewater treatment plant operator certificate within six months of appointment. Must possess a valid driver's license, an Iowa driver's license within 6 months of appointment.

Knowledge, Skills, and Abilities: Comprehensive knowledge of the principles, practices, and methods used in pumping, wastewater treatment, biosolids handling, and sludge digestion; comprehensive knowledge of laws and regulations concerning wastewater treatment (federal and state); considerable knowledge of hydraulics, streamflow and assimilative capacity of natural waterways; considerable knowledge of occupational hazards of wastewater treatment plant operation and necessary safety precautions especially with regard to gasses such as methane and hydrogen sulfide and stray electrical currents; knowledge of the operation and maintenance of mechanical, electrical and metering equipment; knowledge of sample collection and analysis; knowledge of standard laboratory procedures including sample collection, analysis, and interpretation of laboratory data; knowledge of toxic or hazardous materials; knowledge of computer software and hardware including spreadsheet, word processing, plant supervisory control systems, and database software. Knowledge of the principals and practices of effective supervision.

Skill in planning, scheduling, supervising, and inspecting the work of subordinate personnel; skill in developing and administering operating and capital budgets; skill in developing long-range facility and staffing plans; skill in motivating employees.

Ability to determine the nature and seriousness of system malfunctions and to determine remedial actions; ability to maintain records and prepare clear and precise reports, such as monthly or annual regulatory compliance reports; ability to interpret regulations and apply them to new or unique situations; ability to establish and maintain effective working relationships with citizens/customers, superiors, subordinates, other City employees, contractors, and vendors; ability to operate a light vehicle; ability to serve as a visionary leader; ability to contribute positively to the culture and morale of the department; ability to represent the utility positively to the media, regulators, City Council, and the public; and ability to explain complex issues to the general public in an easily understandable way.

SUPPLEMENTAL INFORMATION:

General Physical Characteristics: The work involves sitting 40 percent of the time; standing and walking 35 percent of the time; standing (but not walking) 20 percent of the time; sitting and using arm/leg controls 5 percent of the time; routinely lifting objects under 10 pounds; routinely lifting objects from 10 to 25 pounds; occasionally lifting objects from 25 to 50 pounds; and occasionally lifting objects over 50 pounds.

Vision Requirements: The minimum standard for use with those whose work deals largely with preparing and analyzing data and figures, accounting, transcription, computer terminal, extensive reading, visual inspection involving small defects or parts, use of measurement devices or assembly of parts at distances close to the eyes.

Required Physical Activities: Climbing, stooping, kneeling, reaching, walking, finger dexterity, feeling, talking, and hearing.

Environmental Conditions: The work is performed inside and/or outside and includes being exposed to extreme cold, mechanical hazards, electrical hazards, atmospheric conditions that affect the respiratory system or skin, required to wear a respirator, confined spaces, and darkness or poor lighting conditions.

Selection Process:

The selection process consists of an evaluation of education and experience, phone interview, hiring assessment, on-site interview which will include a manager meeting and written exercise and completion of a criminal background check, which includes a sex offender registry check. All candidates will be notified by email of their application status.

****Preference may be given to applicants possessing qualifications above the minimum.****

Depending on the number of qualified candidates, the City may forego phone interviews.

OSHA Emergency Temporary Standard Requirements

The City of Ames is an employer of 100 or more employees, which under OSHA's emergency temporary standard requires us to ensure that all employees are either fully vaccinated for COVID-19 or provide a weekly negative test and wear a face covering while working.

E-Verify Process:

The City of Ames participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with the City of Ames must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity on their first day of employment. Please be prepared to provide required documents on your first day of employment. For additional information

regarding acceptable documents for this purpose, please contact Human Resources at 515-239-5199 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>.

NOTE: Applicants with disabilities may submit requests for ADA testing or interview accommodations to the Human Resources Department prior to the test or interview.

The City of Ames is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, age, religion, sex, sexual orientation, gender identity, genetic information, ancestry, national origin, marital status, disability, or protected veteran status and will not be discriminated against. Inquiries can be directed to the Human Resources Department at 515-239-5199.

APPLICATIONS MUST BE FILED ONLINE AT:
<http://www.cityofames.org/jobs>

Job #21-5214-01
WATER POLLUTION CONTROL PLANT SUPERINTENDENT
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OUR OFFICE IS LOCATED AT:
515 Clark Ave
Ames, IA 50010
515-239-5199
hr@cityofames.org

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Water Pollution Control Plant Superintendent Supplemental Questionnaire

- * 1. All the following questions are part of your application. ***Please note: Incomplete responses may result in disqualification of your application.*
 - I acknowledge that any incomplete responses to each supplemental question may lead to my application being disqualified for further consideration.
- * 2. Please list the Grade, Type, License Number, and Issuing Agency of any wastewater operations certification you currently possess.
- * 3. If you do not currently possess a Grade IV Wastewater license by the Iowa DNR, clearly explain how you will obtain one within six months of appointment. (If you have indicated you already have a Grade IV Wastewater license by the Iowa DNR in question #2, please indicate N/A.)
- * 4. Please list any post high school degree(s) you may possess by type and discipline (e.g. BA in Chemistry, MS in Microbiology, etc.). If you do not have any degrees to list, please enter N/A as your answer. *** Any degrees you list for question #4 should also be included in the education area of your application.*
- * 5. If you do not possess any degrees, please provide a complete description of any continued education level training in the related hard science disciplines listed within the posting. ***Anything listed in question #5 should also be included in the Education area of your application.*
- * 6. Please identify by job title, employer, and years of service in your work history that includes supervisory experience or operations "in direct responsible charge" in a Grade III or Grade IV wastewater treatment facility. Identify whether that experience was in any of the following: operations, maintenance, or both.
- * 7. Please briefly highlight any work experience that includes understanding National Pollutant Discharge Elimination Systems (NPDES) permits and permit limitations.
- * 8. Please briefly describe all work experience that includes employee supervision and management.

- * Required Question