



City of Ames
Water Plant Assistant Superintendent

SALARY	\$78,635.23 -\$116,409.07 Annually	LOCATION	50010, IA
JOB TYPE	Full-Time	JOB NUMBER	25-5114-01
DEPARTMENT	Water & Pollution Control	DIVISION	Water Plant
OPENING DATE	05/29/2025	CLOSING DATE	7/11/2025 12:00 PM Central
FLSA	Exempt	BARGAINING UNIT	MERIT
RESIDENCY REQUIREMENT?	No		

Centrally located in the heart of Iowa, Ames is a vibrant, progressive community with more than 66,000 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.

General Information

<https://www.youtube.com/embed/97rsAGfoleQ?&wmode=opaque&rel=0>

The City of Ames is conducting a recruitment to establish a Civil Service eligibility list for this classification. The list will be valid for up to one year from the date of certification by the Ames Civil Service Commission and may be used to fill one or more vacancies in this classification. In addition, City of Ames Civil Service employees who have previously held Civil Service status in this classification and are interested in voluntarily demoting or laterally transferring into the current vacancy must submit their application by the deadline.

The Assistant Superintendent supervises the operation and maintenance of the Water Plant; supervises preventive and predictive maintenance and repair of operating equipment and machinery at the Water Plant and related facilities; and performs related work as required.

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 for our merit salary ranges that provides growth for employees as they gain experience and expertise in their roles. The minimum pay of each range is intended to reflect an employee's qualifications that meet the position's minimum requirements. The median of any range is for an employee who can reasonably meet all expectations of the position responsibilities without initial or extensive training. The City may consider a candidate's education, experience, and skills that are above the minimum requirements when considering a salary closer to the median.

As of July 1, 2025, the salary range will be \$81,387 - \$120,483. The median salary for this position will then be \$100,935.

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](#)

Examples of Essential Job Functions

Supervises, plans, and assigns the work of maintenance personnel in a wide variety of utility plant maintenance work; may directly oversee the more difficult machine work welding, plumbing, electrical control, and instrument repair; consults with plant superintendent on major jobs which may require taking plant units out of service. Orders replacement parts; maintains parts inventory; assists superintendent in developing and administering the division's budget. Develops and maintains preventive/predictive maintenance program for Water Plant equipment and machinery; assists in developing and maintaining written procedures for the operations and maintenance of the plant; develops and maintains maintenance records. Assists plant superintendent in scheduling operating shifts; may operate or assist in plant operation. Reviews subordinate personnel performance; handles minor personnel issues; assists in recruiting and training new operating and maintenance personnel; may lead recruitments. On an infrequent basis, may interact with the public at outreach and marketing events, public tours, and responding one-on-one to citizen questions, concerns, and inquiries. Acts as superintendent in the absence of the plant superintendent.

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.

Qualifications

Education and Experience: Two years of technical or vocational training in water/environmental technology at the post high school or adult continuing education level; five years of experience in mechanical maintenance and repair work with large equipment and pumps, at least two of which must have been in a water treatment facility; or an equivalent combination of experience, education, and training. One year of experience in a water treatment plant in direct responsible charge of operations is required; and cannot be substituted by additional education or experience. Supervisory experience preferred.

Licenses and Certificates: Must have and maintain a valid Iowa Grade IV Water Treatment Plant Operator certificate within six months of appointment. Must possess valid driver's license.

Knowledge, Skills, and Abilities: Considerable knowledge of the principles, practices, and methods used in water supply, treatment and pumping; considerable knowledge of the operation and maintenance of utility plant operating equipment; considerable knowledge of occupational hazards of water utility operation and the necessary safety precautions (including confined space entry); knowledge of applicable state and federal regulations regarding drinking water supply.

Considerable skill and leadership ability in planning, scheduling, motivating, supervising, and inspecting the work of subordinate personnel; considerable skill in diagnosing equipment or operational problems and in determining proper remedial action; skill in using a wide variety of hand and power tools; skill in reading piping and wiring diagrams and blueprints; skill in the utilization of maintenance management software; skill in responding to and resolving citizen concerns and requests for service.

Ability to maintain records and to prepare clear, concise written reports; ability to establish and to maintain an effective working relationship with co-workers, subordinates, vendors, contractors, and the general public; ability to plan, schedule, and supervise the work of subordinates; ability to prepare and maintain electronic and paper records in an orderly fashion.

Supplemental Information

Physical Activities: Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, talking, hearing, pushing, pulling, lifting, finger dexterity, grasping, feeling, repetitive motions.

General Physical Characteristics of the Work: Work involves sitting 45% of the time, standing (but not walking) 10% of the time, standing and walking approximately 45% of the time; frequent exertion of up to 25 pounds of force, routine exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force to lift or otherwise move objects.

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 assemble of parts at distances close to the eyes.

Environmental Conditions: The work is performed inside and outside and includes: being exposed to cold, heat, mechanical and electrical hazards, atmospheric conditions that affect the respiratory system, confined spaces, and use of a respirator.

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 reference checks and 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.

Veteran's Preference Points

The City of Ames provides Veteran's Preference Points for Civil Service positions. A copy of your DD214 and, if applicable, proof of disability, must be attached with your application (or faxed to 515-239-5297) prior to the close date of the posting in order to receive Veteran's Preference Points.

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.

Employer

City of Ames

Address

515 Clark Ave

Ames, Iowa, 50010

Phone

515-239-5199

Website

<http://www.cityofames.org/jobs>

Water Plant Assistant Superintendent Supplemental Questionnaire

***QUESTION 1**

This position requires the possession of, or ability to obtain within six months, an Iowa Grade IV water treatment operator's license. If you already possess this license, please provide your license number and current expiration date. If you do not currently possess the required license, please describe how you would meet the minimum requirements necessary to be eligible to take the exam for the license within six (6) months.

***QUESTION 2**

Please describe the grade of plant and type of treatment at each water treatment facility you have worked. Specifically, identify any experience where you were in direct, responsible charge of the operation of a water treatment plant.

***QUESTION 3**

To be successful in this position, an employee will need to be skilled in their ability to "plan, schedule, supervise, and inspect the work of subordinate personnel." Please describe any work experience you have in this area.

* Required Question