



City of Cedar Rapids Utilities Environmental Manager

SALARY	\$47.47 - \$66.42 Hourly \$98,737.60 - \$138,153.60 Annually	LOCATION	WPC- 7525 Bertram Rd SE Cedar Rapids, IA
JOB TYPE	Full-Time	DEPARTMENT	Utilities
DIVISION	Water Pollution Control	OPENING DATE	07/03/2025
CLOSING DATE	7/17/2025 11:59 PM Central	FLSA	Exempt
BARGAINING UNIT NON_BARGAINING			

The City of Cedar Rapids is seeking an experienced and environmentally focused **Utilities Environmental Manager** to join our Utilities Department. This leadership role oversees environmental compliance, laboratory operations, and watershed initiatives to ensure the health and sustainability of our community's water systems. The ideal candidate brings a deep understanding of regulatory frameworks, emerging environmental risks, and innovative sustainability practices. If you're passionate about protecting natural resources and guiding impactful environmental strategies—this is your opportunity to lead change and make a lasting impact on our city's future. Apply today!

About our Organization

At the City, we are committed to employing individuals who reflect our community's diverse backgrounds and this position is crucial in the success and strategic direction of a growing and evolving community. We appreciate and leverage the vast experience individuals bring beyond the technical requirements of a job. If you are an individual with similar experience listed here please consider applying. Experience and skills combined with commitment to our core values is key to building a greater community now and for the next generation.

About our Community

Nestled in the heart of Iowa, Cedar Rapids is our vibrant and diverse community known for its rich history, culture, and natural beauty. Our city has a strong sense of community which can be seen at any of our numerous parks, recreational opportunities, and family-friendly events year round. You can also explore our thriving downtown district, filled with shops, restaurants, and entertainment options, or take a stroll along the Cedar River, which runs through the heart of the city. Cedar Rapids - Why you should live here!

About the Position

Manages the teams responsible for the collection and analysis of water, wastewater, and special samples and the City's State-certified analytical laboratory. Managing teams responsible for Federal, State, and Local permit compliance for WTPs and WWTPs including Safe Drinking Water Act, Clean Water Act, Clean Air Act, Spill Prevention Countermeasures and Controls, Storm Water Pollution Prevention Plans, Risk Management Plans, Process Safety Management, and all others. Managing teams responsible for local watershed coordination efforts and upstream conservation practices.

The City of Cedar Rapids does not offer sponsorship for employment authorization.

Job Duties and Responsibilities

- Participates as a Team member for economic development and growth-related activities for utility services and programs
- Coordinates the investigation into and respond to complaints
- Coordinates with water and wastewater regulatory and legislative priorities with the city's legislative coordinator on risks and quality
- Serves as Utilities liaison to City's grant development team and oversees successful grant funding requirements
- Approves monthly contributor reports and invoicing and determines charges for special sewer rental accounts; oversees pretreatment compliance and enforcement activities and maintains confidential records
- Participates in the development of revenue budgets; develops and maintains utility cost-of-service model; participates in the financial planning and projection of revenues for the water pollution control
- Supervises the work of assigned personnel, including assigning and reviewing work, providing guidance, and conducting performance evaluations
- Evaluates the treatability of industrial wastes, recommends approval or denial of requests for waste acceptance
- Attends conferences, City and public meetings, and presents to agriculture groups
- Provides oversight and direction over environmental initiatives such as watershed nutrient reduction coordination, energy management and sustainability efforts
- General oversight and responsibility for the operation and results of a State certified lab
- Engages and stays up-to-date on emerging contaminants of concern in wastewater and drinking water and provides insight to City leadership to increase understanding and minimize risk
- Oversees processes and systems related to Process Safety Management and Risk Management Planning for the Utilities department
- Monitors emerging contaminant regulations and advises on potential impacts
- Performs related work as required

Required Education and Experience

- Bachelor's Degree in science, environmental studies, environmental law, or related field and
- Five (5) to seven (7) years' experience with Industrial Pretreatment or Water and Wastewater treatment, including supervisory experience or
- An equivalent combination of education and/or experience
- Excellent written, verbal and interpersonal communication skills
- Proficiency with Microsoft Office
- Ability to work collaboratively with a diverse population

Work Schedule

Monday through Friday, 7:00 AM to 4:00 PM

Benefits

We offer benefits and beyond for our employees and their families!

- Multiple health insurance plans administered by Wellmark Blue Cross and Blue Shield with low employee premiums, deductibles, and co-insurance (view our benefits summaries for more information: [Choice Plan \(Download PDF reader\)](#) and [Traditional Plan \(Download PDF reader\)](#))
- Expansive Wellness Program and low cost onsite exercise facilities
- Dental Insurance with Delta Dental of Iowa
- 100% city paid basic life insurance
- Other voluntary benefits offered including vision, long-term disability, and supplemental life insurance

- IPERS Retirement - Iowa Public Employees Retirement System, with contributions of 6.29% employee/ 9.44% City [\(IPERS\)](#). [\(Download PDF reader\)](#).
- Deferred Compensation (IRS Section 457) retirement programs
- Generous paid time off AND 11 paid holidays per year
- Paid Parental Leave program with 4 weeks of paid time off
- Annual salary increases, AND an annual across-the-board increase (determined by available budget)
- Longevity Pay for years of service
- Educational assistance up to \$3,000 per year
- A culture that is supportive and committed to professional development opportunities
- Public Service Loan Forgiveness – Employees may qualify for the PSLF program which forgives the remaining balance on your Direct Loans after you have made 120 qualifying monthly payments while working full-time for a qualifying employer. [See more information here](#)

Equal Opportunity/Affirmative Action Statement

The City of Cedar Rapids is an equal opportunity/affirmative action employer. All job applicants will receive consideration for employment free from discrimination on the basis of race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age (40 or older), disability and genetic information (including family medical history).

Applicants with Disabilities

We respect and value people with disabilities and are committed to providing a workplace culture of disability inclusion. People with disabilities are supported during the hiring process and are encouraged to apply for employment with the City of Cedar Rapids. In support of the Americans with Disabilities Act, reasonable accommodations will be provided to those in need of assistance with the application and interview process. To request an accommodation, contact the City's Human Resources department by phone at 319-286-5000 or by email at hr@cedar-rapids.org.

Employer

City of Cedar Rapids

Address

101 1st Street SE

Cedar Rapids, Iowa, 52401

Phone

319-286-5111

319-286-5019

Website

<http://www.cedar-rapids.org/>

Utilities Environmental Manager Supplemental Questionnaire

*QUESTION 1

How many years of Industrial Pretreatment or Water and Wastewater treatment, including supervisory experience do you have?

- ☐ Less than 1 year of experience
- ☐ At least 1 year of experience
- ☐ At least 3 years of experience
- ☐ At least 5 years of experience

- ☐ At least 7 years of experience
- ☐ At least 9 years of experience
- ☐ More than 10 years of experience

***QUESTION 2**

Which of the following best indicates your highest level of education?

- ☐ I do not have a High School diploma or GED
- ☐ High School diploma or GED
- ☐ Some college (at least the equivalent of 1 year)
- ☐ Associates degree or vocational equivalent
- ☐ Bachelor's degree
- ☐ Master's degree or higher

***QUESTION 3**

What is your education major?

- ☐ science, environmental studies, or environmental law
- ☐ Other, related to science, environmental studies, or environmental law
- ☐ Other major
- ☐ no degree

***QUESTION 4**

Which of the following best describes your proficiency with Microsoft Office software?

- ☐ Beginner
- ☐ Intermediate
- ☐ Proficient
- ☐ Advanced
- ☐ Expert

***QUESTION 5**

Please briefly describe your experience with industrial pretreatment, water or wastewater treatment, and any supervisory or leadership roles you've held in these areas.

***QUESTION 6**

Briefly describe your experience working collaboratively with diverse groups of people.

*** Required Question**