



# CITY OF NEVADA CITY

Invites applications for the position of:

## Chief Plant Operator

Apply by: ***OPEN UNTIL FILLED***

### THE COMMUNITY AND LOCAL GOVERNMENT

Nevada City has one of the oldest historical districts in California and the downtown core is on the National Register of Historic Places. The City is considered to be among the best preserved California Gold Rush towns. Nevada City is more than a historical site; it is a vibrant, thriving community and an entertainment center of the Sierra Nevada foothills. Visitors and residents alike enjoy restaurants, lodgings, live theatre, music, specialty shopping, antiques, art galleries, and museums. The city has 3,000 residents and is nestled in a basin on the Western Slope of Sierra Nevada and borders the Tahoe National Forest. Nevada City is located near sierra lakes and mountains, rivers, and forested trail systems perfect for hiking and biking.

### THE POSITION

Chief Plant Operator works to assure processes are conducted which protect the public health in the treatment of wastewater and provide safe drinking water and supervises operations of the water and wastewater treatment facilities.

The work involves planning, developing, and carrying out vital administrative or professional programs.

The programs are essential to the mission of the agency or affect a large number of people on a long-term or continuing basis.

### DUTIES

*The following duties are those considered essential to the position. This does not preclude the delegation of other duties considered as necessary by management to successfully complete an assignment or project.*

- Prepares, inspects and verifies reports to regulatory agencies.
- Manages use of chemicals and the reporting required for use of hazardous materials.
- Prepares and assures compliance with budget.
- Schedules employee work hours and assigns tasks.
- Remains on-call.
- Legally responsible official to assure compliance with operating and reporting for both the Water and Wastewater facilities.

### QUALIFIED CANDIDATES

Associate's Degree and 10 Years' Experience  
OR

Bachelor's Degree and 5+ Years' Experience

- Knowledge of supervisory or management practices associated with a relatively narrow and usually specialized organizational unit. Supervision is generally over a group of similar positions such as a general operation, maintenance staff or a professional group such as engineers.

### QUALIFIED CANDIDATES - Continued

- At minimum, must possess WTP/WWTP III certification from the State of California
- Possess a valid California Driver's License.
- A strong mechanical background is preferred.
- Knowledge of Federal, State and City laws and regulations relating to all aspects of the performance of this position.
- Thorough knowledge of attendant laboratory test equipment and procedures for collecting and testing wastewater samples.
- Working knowledge of the principals and application of electrical motors, hydraulic equipment and mechanical equipment troubleshooting and repair.
- Ability to analyze wastewater and water test results and determine adjustments needed to increase, decrease or stabilize processes and gains accurate information for required records and reports.
- Communicate effectively both orally and in writing.
- Knowledge of proper safety issues related to WWTP and WTP operations.
- Ability to establish and maintain effective working relationships with co-workers, other agencies and the public.
- The work involves occasional moderate risks or discomforts which require special safety precautions, e.g. working around moving parts or machines, irritating chemicals, etc. Employees may be required to use protective clothing or equipment such as masks, coats, boots, goggles, gloves, or face shield
- Must pass background check and drug test.

### COMPENSATION

- Compensation \$75,074-\$91,254 Annual Salary
- "Classic" members CalPERS 2% @ 60
- PEPRAs members CalPERS 2% @ 62
- Fully covered employee only medical, dental and vision benefits. Employee plus dependents at 90% - 10% sharing.
- Annually 80 hours vacation, 80 Hours Admin Leave, 12 holidays, 2 floating holiday's and 96 sick leave hours.

### APPLICATION PROCEDURES

*The City of Nevada City is an Equal Opportunity Employer. All qualified candidates must apply by May 25<sup>th</sup>, 2018 by 4pm. REVISED to OPEN UNTIL FILLED To apply online go to <http://www.nevadacityca.gov/> or email Nevada City employment application, resume and copies of applicable certifications to [loreemccay@nevadacityca.gov](mailto:loreemccay@nevadacityca.gov) or submit at 317 Broad Street, Nevada City, CA 95959.*