

Watershed Manager II (DWM - OLIO - Distribution)

Atlanta, GA, United States

JOB DESCRIPTION

Posted until filled

Salary commensurate with experience

At the City of Atlanta, we are passionate about building and improving our community. Our police officers, firefighters and building inspectors keep our citizens safe. Our Public Works staff keeps our City clean and helps maintain, build and improve our City's infrastructure. Our City planners help envision and shape future City growth. Our Parks & Recreation professionals enhance our quality of life.

Our engineers help keep our drinking water clean, the largest airport in the world (by passenger volume) operating and our buildings maintained. Along with the host of Finance, Procurement, and Human Resources professionals whose support is vital, we are the City of Atlanta! If you are seeking a meaningful role where you can make a real difference improving and growing our City, we welcome you to explore the job opportunities we have to offer.

The **Watershed Manager II (Distribution)** provides support to operating divisions through performance reporting, escalations, service requests, and work order data processing. Experienced manager responsible for one or more activities within a department. Manages large groups of employees, typically intermediate supervisors, or a smaller group of specialized professionals. Works independently and reports to director when approval or other direction is necessary. Direction from director is general and is more long-term and short-term operating objectives, managerial effectiveness, and operating results.

Essential Duties and Responsibilities: *These are typical responsibilities for this position and should not be construed as exclusive or all inclusive. May perform other duties as assigned.*

- Supervises day-to-day activities of the water distribution operations and maintenance crews.
- Develops and maintains effective working relationships with diversified groups of people, professional colleagues, junior employees, and public agencies under normal and high stress situations.
- Ensures the construction, operation, and maintenance crews have the necessary resources to complete tasks successfully.
- Approves payroll for all distribution groups, schedules overtime, and authorizes sick leave and vacation requests.
- Verifies construction and maintenance equipment is used properly and in accordance with applicable department and industry standards.

- Coordinates and attends staff meetings to inform staff of department policies and procedures; information about new products, methods, and techniques; and ensures personnel are aware of applicable safety guidelines.
- Participates in hiring new personnel, conducts interviews, assesses prospects for hire, coordinates with appropriate personnel in selection of new personnel, and completes necessary documentation.

QUALIFICATIONS

Required Knowledge, Skills, And Abilities

- In-depth knowledge of water distribution system operations, including installation, repair, and maintenance
- Mastery of water distribution terminology and construction principles and practices related to buried water infrastructure
- Reads and interprets construction drawings as well as laws, regulations, and guidelines
- Reviews and analyzes data from junior staff and compiles information into specified reporting format for upper management
- Interacts effectively with various personality styles, upper management, or other senior staff
- Experience supervising, counseling, and evaluating employees and managing work assignments, work schedules, and employee performance
- Experience analyzing personnel, equipment, and safety requirements, as well as coordinating, approving, and scheduling employees and the procurement of construction materials and equipment
- Strong background in Microsoft Office products, Computerized Maintenance Management System (CMMS), and project management software programs

Minimum Qualification:

- Bachelor's degree in Business Management or five (5) years of supervisory/ managerial experience in water/wastewater (equivalent professional experience may be considered for the required degree)
- Three (3) years of experience in water management with some experience in technical areas

Preferred Qualification:

- Master's degree in Water Resources Management or seven (7) years of supervisory/ managerial experience in water/wastewater (equivalent professional experience may be considered for the required degree)
- Seven (7) years of supervisory/managerial experience in water management

Licensures and Certifications

- Water Distribution or Collection Operator License (Preferred)