

Town of Sullivan's Island

Water & Sewer Department

Manager Greg Gress

843-883-5748

ggress@sullivansisland-sc.com



Chief Water & Wastewater Systems Operator

Starting Range: \$27.30 - \$34.43 per hour DOQ.

Plus local personal use of Town owned vehicle

Position open until filled

Sullivan's Island is a barrier Island located across the harbor from historic Charleston. Approximately 2,000 residents live on Sullivan's Island today. The Town is known for its unhurried pace, beautiful beaches and local charm. A strictly residential community. Drinking water is purchased from Charleston Water System (CWS). Polyphosphate addition at three feed locations is the only water treatment provided. An average of .570 MGD wastewater is collected and transported to the Treatment Facility via 15 miles of pipe and six lift stations. The position will assist the Water System Lead Operator in overseeing the Water Line Replacement Program and the Wastewater Collection System Lead Operator in overseeing the I&I Reduction Program.

Responsibilities:

Responsibilities include: Overseeing daily operation and reporting of Water Distribution System, Wastewater Collection and Treatment systems; supervises, trains, schedules, and evaluates Department employees; inspects equipment to determine need for repair or upgrade; keeps time records, prepares and submits reports; estimates and orders materials and supplies; on call 24/7 for after hour emergencies; inspects and monitors performance of contractors; enforces Town Ordinances and safety regulations; applicant must be willing to work rotating weekend schedule; participates in budget preparation; assists Manager in developing SOP's. Applicant must have a proactive, hands-on participative style and possess excellent interpersonal, problem solving, communication and leadership skills. Residency requirement is a 20 mile radius from Sullivan's Island. For complete job description visit our web site www.sullivansisland-sc.com

Requirements:

Requires a valid SC driver's license; high school diploma; valid SC "B" Biological Wastewater Treatment, SC "B" Water Distribution and SC "B" Water Treatment, and six (6) years progressive experience performing duties in the operation/maintenance of an activated sludge wastewater treatment facility, sewer collection system and water distribution system of similar size. A SC "B" Wastewater Collection System Certification a plus. Four (4) years progressive experience supervising operators in the water/wastewater field. Candidate must be able to demonstrate the ability to give/receive clear written and verbal instructions; communicate effectively with regulatory agencies, residence, contractors, and other departments; proficient with Microsoft Office products like excel, word, outlook and SCADA monitoring software; knowledge of GIS is a plus; read and interpret blueprints; demonstrate the ability to draw plant staff into decision making processes by the use of a collaborative approach to management.

Applicants cannot be considered until a completed employment application has been received. Mail application to: Town of Sullivan's Island, Attention: Greg Gress, PO Box 427, Sullivan's Island, SC. 29482,

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or email ggress@sullivansisland-sc.com, Phone (843) 883-5748. Download employment application from our web site <http://www.sullivansisland-sc.com/Employment.aspx> Sullivan's Island is an EOE employer.

NOTES: *We offer competitive medical, vision & dental plans, SC State retirement, life insurance, 10 paid holidays and one personal day per year, 6.67 hours vacation leave accrual per month, and eight hours sick leave accrual per month*