

## Attalla Water Works Board

Attalla Water Works Board will be accepting resumes for a Water Treatment Plant Manager. Attalla Water Works Board is a drug free work place and offers an excellent benefits package. Benefits include BC/BS of Alabama, state retirement, and paid vacation/sick time.

Title: Water Plant Manager

Reports to: Attalla Water Works Board

**Description:**

1. Supervise the daily operation and maintenance of water treatment plant.
2. Make recommendations for system improvements.
3. Schedule all operations and maintenance of water plant and other facilities.
4. Prepare all monthly, quarterly, and yearly reports as required by ADEM.
5. Keep and maintain all records as required by ADEM and Attalla Water Works.
6. Respond to customer inquiries and complaints concerning water quality issues.
7. Order, receive and verify receipt of chemicals and supplies.
8. On-call 24 hours a day, 7 days a week for the water plant.
9. Ensure that water plant operators follow all operational and safety procedures.
10. Assist with on the job training for new employees.
11. Responsible for staffing of water treatment plant.
12. Will be required to work shifts on a seven on seven off dayshift schedule.
13. Responsible for all sampling, sample plans, and submission of all tests results to ADEM.
14. Responsible for budget for water plant and ensuring water plant is operated within the yearly budget in a cost-effective manner.

**Qualifications:**

1. High School Diploma or G.E.D./ 4 year degree in related field preferred (not required).
2. Must possess grade 4 water plant operator license as awarded by ADEM.
3. Must possess a valid driver's license from the state of Alabama.
4. Must have verbal and written skills to communicate effectively.
5. Must be able to pass a drug test at all times.
6. Must maintain continuing education hours.
7. must reside within 30 minutes from water treatment plant.

Email/mail resumes to the following:

Attalla Water Works Board

Attn: Dee Gilmer, Office Manager

509 Fourth Street N.W.

Attalla, Alabama 35954

Email address: [deegilmer@attallawater.com](mailto:deegilmer@attallawater.com)

Phone: 1-256-538-3322