



HUMAN RESOURCES DEPARTMENT
CITY OF WHEELING
1500 CHAPLINE STREET
WHEELING, WV 26003

Water Superintendent City of Wheeling

Under general direction of the Public Works Director, the Water Superintendent plans and directs policies and practices for five (5) divisions in the Water Department according to federal, state, and local regulations to ensure water quality, quantity and fire protection to all users of the water system. Plans, directs, coordinates and supervises activities of the Water Department Staff; prepares and monitors Division budget; oversees purchasing of equipment and supplies, inventory control and accounting procedures; assures that services delivered by staff meet quality and timeliness standards; plans for the addition of new services and/or the expansion of unit functions; develops policies and practices to ensure water quality and compliance; maintains awareness of changes in regulations and implements operational changes when required; assists in responding to appeals of proposed rates and helps prepare supportive documents; works with consulting Engineer to prepare annual engineering report required by bond issues; reviews documents for bond Attorneys, bond Accountants and Investment Bankers.

A bachelor's degree in physics, chemistry, sanitary or civil engineering, or related area, or ten (10) years of progressively responsible work experience in water utility with at least two (2) years in a supervisory capacity. Class IV Water Treatment Plant Operator classification strongly preferred but not required. Residency requirement is applicable.

Interested applicants should send resumes by November 23, 2012 to:

Leslie Waechter
Human Resources Director, City of Wheeling
1500 Chapline St., Rm. 301
Wheeling, WV 26003
lwaechter@wheelingwv.gov