

Avra Water Co-op is seeking applicants for a Water Utility Superintendent. Avra Water Co-op is a community owned, not-for-profit, water provider located in Avra Valley. We are located west of the Tucson Mountains, adjacent to the Saguaro National Park West. Our service area of 12.48 square miles is all located within unincorporated Pima County in the small community of Picture Rocks.

General Description: Manages the physical water system, infrastructure, and capital improvement projects of the co-op.

Essential Functions:

Physical Systems Management

1. Forecasts, plans, coordinates, and provides the overall direction and management for the physical plant and systems of the co-op's infrastructure.
2. Directs and/or supervises the work of the department's distribution operators.
3. Understands, implements, and supports the mission of the co-op, including the goals, policies, Arizona Administrative codes, ACC tariff, and procedures of the Operations Department and the Employee Policy Handbook.
4. Plans, organizes and coordinates operations personnel construction and maintenance activities. Establishes priorities and assigns work to operations personnel; maintains schedules for preventive maintenance programs, makes field inspections, and reviews quality/quantity of work performance. Determines material and equipment needs; coordinates and maintains equipment and materials inventory. Insures operations and maintenance records are maintained. Prepares reports on operations and maintenance activities as required.
5. Is responsible for systems planning, design, engineering, construction, operations, and maintenance activities.
6. Has experience/knowledge using SCADA equipment and alarm status indicators.
7. Evaluates system performance, oversees water equipment and property operation and maintenance, and determines the most effective and efficient operational procedures.
8. Makes recommendations to the board on long and short range planning.
9. Insures that all co-op operational activities comply with applicable federal, state, and local governmental requirements.
10. Facilitates solutions to problems facing the operations department.
11. Assists in the development of an annual budget to present to the co-op board for approval.
12. Assists with Co-op projects, overflow work, and other specifically assigned projects.
13. Performs other related duties as required and assigned.

Capital Improvement Projects

1. Forecasts, plans, and develops objectives for the co-op's five and ten year Capital Improvement Plans.
2. Oversees the design and construction of capital improvement projects.
3. Responsible for project management.
4. Forecasts, develops, and provides financial coordination for projects.
5. Provides budgetary control on projects.

6. Coordinates Capital Improvement Projects with federal, state, and local government projects.
7. Makes recommendations to the board on all capital improvement project planning and construction activities.

Supervision: Works under the general direction of the Administrative Manager. Position normally supervises the Operations Department employees and contractors. Utility Superintendent may supervise Administration Department employees and contractors in the absence of or at the direction of the Administrative Manager.

Required Knowledge, Skills, and Abilities: Good written and oral English skills. Perform basic arithmetic calculations. Ability to respond effectively to consumer complaints and requests for information, establish working relationships with associate personnel and the public, work independently and productively, understand and implement required budgeting, accounting, and similar record keeping functions. Ability to work in adverse weather conditions and in rough terrain where access to co-op facilities may be difficult.

Required education, training, and experience: Four years of experience as an ADEQ certified Distribution Operator III or equivalent. Two years in a supervisory position. Graduation from a standard high school or GED equivalent, computer literate, and proficient in word processing and spreadsheet applications.

Additional Requirements: Current Arizona drivers license Class D or higher class with a safe driving record. Must reside within a 45 minute response time to Avra Water Co-op's franchised area for emergency and call-out duty.

Work Hours: Standard work hours are an eight hour shift, Monday through Friday, between the hours of 8:00 a.m. to 4:30 p.m. Hours may vary due to workload or needs of the Co-op. Employee may be required to be on stand-by or call-out duty.

Compensation: Salaried, full-time position with complete Avra Water Co-op, Inc. employee benefits package. Salary is commensurate with experience.

Please email a cover letter and resume to cathy@avrawater.com by 11/6/17.

“Avra Water Co-op, Inc. is an Equal Opportunity Provider and Employer.”