



**MUNICIPAL AUTHORITY OF THE
TOWNSHIP OF WASHINGTON**

**1390 Fayette Avenue
Belle Vernon, PA 15012**

FULL TIME PLANT MANAGER

RESPONSIBILITIES:

The Plant Manager directs the day-to-day management and operations of the Authority. The individual is responsible for all operations of the Authority in the production and treatment of water, and the conveyance of waste water, including but not limited to:

1. Directing the efficient and reliable operation and maintenance of all water supply facilities
2. Responsible for the direction and delegation of all jobs performed by the Authority workers on a daily basis.
3. Responsible for the completion of all reports and records related to the production and distribution of water/waste water and water/waste water service.
4. Community relations within areas of responsibility.
5. Assisting Engineer and Office Manager in the planning and preparing of the Authority budget.
6. Controlling maintenance and operational expenses within established budget limitations.
7. Maintenance of safety programs established for all employees.
8. Assisting in the research and development of improved facilities.
9. Research and development toward plant improvements and efficiency.
10. Maintaining employee relations and establishment of performance standards as within the area of responsibility.
11. Submit personnel report on each employee to Authority Board once a year.
12. Matters pertaining to employee discipline are reported to the Authority Board.
13. Follow up and complete all directives issued by the Authority Board in a timely and efficient manner.

REQUIREMENTS:

- Must possess a Pennsylvania Class B,E Subclasses 1,8,10,11,12 Water License
- Must possess a Pennsylvania Class E Subclass 4 Waste Water License
- High school diploma or GED
- Ability to do manual labor
- The ability to perform quality workmanship
- A criminal background check is required of any applicant, and the Authority reserves to right to require other background checks or information
- Further requirements are as per DEP water and wastewater training programs

Please send resumes to MAWT, 1390 Fayette Avenue, Belle Vernon PA 15012 or email to MAWT@verizon.net. Questions, please email or call 724-929-3370 and ask for Jan.