East Bay Municipal Utility District invites you to apply for Director of Operations & Maintenance.
The Position

The mission of the Operations and Maintenance Department is to operate and maintain, manage and improve the water system infrastructure, processes and the assets entrusted to us to provide safe, reliable high quality water services.

The Operations and Maintenance Department consists of the Maintenance and Construction Department, Water Operations Department, Water Quality Office, Regulatory Compliance Office, Asset Management Section, and Administrative Support Section and is responsible for treating and distributing domestic and commercial water for cities in Alameda and Contra Costa counties. This system encompasses 6 treatment plants, over 300 pumping plants and reservoirs and 4,200 miles of pipes ranging up to 7 feet in diameter.

Key aspects and programs include the Pipeline Rebuild Program, protection of water quality, maintenance program, and continuing attention and improvement to asset management efforts and regulatory compliance.

The Operations and Maintenance Department has 964 authorized staff of which approximately 90% are represented by four bargaining units including AFSCME Locals 444 and 2019, IUOE Local 39 and IFTPE Local 21.

The Director of Operations and Maintenance is responsible for planning, organizing, directing, staffing, and administering all activities of the Operations and Maintenance Department to ensure efficiency and maximum operational effectiveness. Two major departments and two divisions report to the Director.

The Director reports to the General Manager and is one of the General Manager’s six senior staff members. In this capacity, the Director participates collaboratively to address broad East Bay Municipal Utility District (EBMUD) challenges and develop strategies to best meet strategic plan goals. Critical priorities in the coming year include: continuing work to surpass increasingly stringent water quality and environmental standards; meet water quality goals; customer service including emphasis on positive relationships with community groups within the service area; sound fiscal management and improved operational efficiency in order to maintain the lowest possible rates; support effective maintenance and capital programs to revitalize EBMUD’s aging infrastructure and ensure high quality reliable service to our customers; participate in diversity, equity, and inclusion program development.

Key Responsibilities

• Direct and oversee programs and projects to meet or exceed state and federal regulations and ensure that environmental responsibility and regulatory compliance are emphasized in daily operations.
• Direct the timely and accurate preparation of reports, recommendations, and other materials for consideration for the EBMUD Board of Directors.
• Oversee the Operations and Maintenance Department administrative duties including bi-annual budget formulation and monitoring, and staff selection, training, and evaluation.
• Provide departmental leadership that promotes high employee morale and productivity that is viewed by customers as effective, efficient, innovative, collaborative, and service oriented.
• Serve as Emergency Operations Director and lead Emergency Preparedness and Business Continuity Plans and Initiatives.
• Represent EBMUD through active participation at meetings and conferences of the water industry.

Requirements

The ideal candidate will have a bachelor’s or graduate degree in engineering or a related field and eight to ten years of progressively responsible supervisory or management experience in the operation and maintenance of a large wastewater or water treatment, production, and/or distribution system.

Must possess proven leadership and water management skills and technical expertise. Of primary importance is the candidate’s ability to effectively manage a broad range of water management and treatment programs in a progressive and efficient manner.

They will also have management level experience in planning, organizing, directing and controlling the activities and staff of a large operations or maintenance workgroup in a water utility as well as engineering design review and capital construction project management.

They will also demonstrate:
• Strong leadership and management skills including demonstrated ability to provide direction to widely diverse operations;
• Effective interpersonal and communication skills with experience in working with a wide variety of people, agencies, and political boards;
• Creative and positive results-oriented attitude with excellent problem solving skills;
• Commitment to working actively and cooperatively in a team environment;
• Proven ability to manage complex, multi-faceted programs involving significant staff, funding, public contact, and a wide variety of technical disciplines;
• High standards of personal/professional ethics and integrity;
• Innovation and a willingness to take risks to advance organizational objectives; and
• Political sensitivity and astuteness in dealing with all levels within the organization and with other entities.

Equivalent combinations of education and experience may be considered. To be considered under the “equivalent combination of education and experience” provision, it is your responsibility to include in your application materials written evidence of employment performed at the level of the typical duties of this position and/or coursework in subject areas directly related to this position. For more information, see our FAQ page at http://www.ebmud.com/jobs/job-resources/job-faqs-frequently-asked-questions/
Salary and Benefits
The annual salary for the Director of Operations and Maintenance is $187,464 to $270,780. Initial placement within the range is based upon qualifications. Appointment is typically made at or below the control point ($243,708 per year).

Application and Selection Process
1. Submit a completed EBMUD application and the required supplemental question responses online at www.ebmud.com by 4:30 p.m., Friday, August 21, 2020. Only application materials submitted online during the filing period will be accepted.

2. All application materials received will be reviewed and those candidates deemed to have the most relevant experience will be invited to an oral panel interview tentatively scheduled for mid- to late-September. An appointment is expected in October following Board approval.

3. Successful candidates will be placed on the hiring list, based on rank, for further consideration to fill the current regular vacancy, as well as others occurring over the next 12 to 24 months.

4. All employment offers are conditional, pending the results of a Live Scan background screening. All selected finalists must participate in the Live Scan background screening process to remain in consideration for EBMUD employment.

Supplemental Questions
As the first step in the selection process, responses to the supplemental questions must be submitted online with the regular EBMUD application. Please provide thorough, accurate descriptions of assignments you have personally performed. Should you respond with comments such as “see application” or “see resume” instead of addressing the questions directly, your application may not be considered.

1. Describe your approach to leading and managing a large department and provide an example of how you’ve used your skills to build consensus and implement a significant organizational change.

2. Describe one or two specific examples where you have used new or innovative approaches to complete a project or improve the long-term efficiency of a work function or service.

3. Describe your experience overseeing the operations and maintenance of a large public drinking water utility including your experience planning, managing, and effectively implementing programs or initiatives that involved subordinate staff and the collaboration of other departments.

EBMUD is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, color, religious creed, sex, gender, gender identity, gender expression, marital or registered domestic partnership status, age for individuals over forty years of age, national origin, ancestry, disability (mental or physical, including AIDS and HIV), medical condition (cancer and genetic characteristics), genetic information, sexual orientation, military and veterans status, family or medical leave status, pregnancy, pregnancy disability leave status, or any other status protected by federal, state and/or local laws.