



**CITY OF GRANDVIEW
JOB POSTING
WASTEWATER TREATMENT PLANT SUPERVISOR**

The City of Grandview has an opening for a Wastewater Treatment Plant Supervisor. Duties of this position and the terms of employment are in accordance with the City of Grandview Personnel Manual. Salary for the Wastewater Treatment Plant Supervisor is \$5,897 - \$8,838 per month depending on qualifications. A comprehensive benefits package is also provided.

Applications and job descriptions are available on-line at www.grandview.wa.us or at City Hall, 207 West Second Street, Grandview, WA 98930, (509) 882-9200 and will be mailed upon request. Completed and signed applications can be taken or mailed to the above address or emailed to anitap@grandview.wa.us by 5:00 p.m., Friday, January 31, 2025.

The City of Grandview is an Equal Opportunity Employer.

Publish: Grandview Herald/Prosser Record Bulletin – January 8, 15 & 22
Sunnyside Sun – January 8, 15 & 22
Yakima Herald – January 12, 19 & 26
Tri City Herald – January 12, 19 & 26
AWC Job Net
ICMA Job Board
City's Facebook page
City's Website

POSITION DESCRIPTION

Position: Wastewater Treatment Plant Supervisor
Report to: Public Works Director
Department: Public Works
Revised: September 20, 2004

Nature of Work

This is supervisory work as Supervisor of the City's Wastewater Treatment Plant being responsible for the hands on operation and maintenance of the Wastewater Treatment Plant and related operations including supervising and training employees in its operation and maintenance. This employee must possess the ability to perform the technical tasks that are required and to supervise and perform all lab work, testing, and record keeping. Work is performed under the general direction of the Public Works Director.

Essential Job Functions

- A. Supervises the operation and maintenance of the Wastewater Treatment Plant. Receives job assignments from the Public Works Director and follows established practices and methods, as determined by State and Federal regulatory agencies, and City Council policy, in completing those assignments.
- B. Performs duties with relative independence. State and Federal manuals, as well as Municipal Code books are used in the performance or recording of testing and sampling procedures or results. The Public Works Director is consulted on problems encountered.
- C. Supervises and records the samples and readings from the industrial monitoring and metering stations with the ability to program, down load, and trouble shoot.
- D. Records test results for submission to State and Federal agencies. Maintains accurate records of readings and tests for the City. Prepares necessary reports.
- E. Directs necessary maintenance and housekeeping of grounds and equipment at the Wastewater Treatment Plant and at the Euclid Lift Station, as well as industrial monitoring stations.
- F. Assists in the preparation of the Wastewater Treatment Plant budget and in writing specifications for equipment.
- G. Prepares work schedules on a weekly, monthly, quarterly, and annual basis.
- H. Effectively recommends the hiring, dismissing, and disciplining of employees under his direction.

- I. Acts as the first step in grievance procedure pursuant to the union contract.
- J. Schedules employee training, including workshops and conferences for employees.
- K. Performs other related work as required.

Knowledge, Abilities, and Skills

- Working knowledge of mechanical, electrical, and physical matters, and a thorough knowledge of Department of Labor & Industries Safety Standards.
- Knowledge of effective supervisory principles and practices and the ability to apply those principles.
- Must possess good communication skills, both written and oral.
- Ability to schedule and assign work.
- Ability to make independent judgment in emergency situations.
- Two years of experience in the operation of a Wastewater Treatment Plant and supervising employees.
- Knowledge of State and Federal Wastewater Treatment rules and regulations.
- Must be able to perform strenuous work under adverse conditions, if necessary.
- Ability to deal courteously with the general public and State and Federal regulatory officials.

Special Requirements

- High School Diploma or GED equivalent. Bachelor Degree in a wastewater related science or a related field or a combination of an Associate Degree or other post-secondary education and technical experience which provides suitable knowledge and abilities to perform the duties required.
- Must maintain the required Washington Wastewater Certification to keep Grandview's Wastewater Treatment Plant in compliance with State regulations.
- Must maintain a valid Washington State Motor Vehicle Operator's License.
- Fluency, verbal and written, in Spanish and English is preferred, but not required.