



**INVERNESS PUBLIC UTILITY DISTRICT**  
**POSITION ANNOUNCEMENT**

<b>Position</b>	Water Systems Superintendent
<b>Organization</b>	Inverness Public Utility District
<b>Location</b>	Inverness, California
<b>Reports to</b>	General Manager
<b>Submissions:</b>	shelley.redding@invernesspud.org

**ABOUT THE DISTRICT**

The Inverness Public Utility District provides both water and structural fire protection to the community of Inverness. The water for the system is obtained from streamflow in the watershed surrounding the community and currently serves 518 connections. District funding is comprised of utility fees augmented by property tax revenue. Currently the water system operations staff includes a Water Systems Superintendent, a Senior Water Operator and 3 water operators. The IPUD is governed by a five-member board of directors elected by Inverness voters for four-year terms. The District offers a workplace that fosters teamwork, collaborative thinking, and a sense of community.

**ABOUT INVERNESS**

Inverness, California is on the western shore of Tomales Bay in Marin County. Within thirty minutes of San Rafael, Marin County and Petaluma, Sonoma County. Inverness offers a quality of life that supplies unlimited outdoor amenities, rugged coastlines, rolling hills, clean air, and a Mediterranean climate. Located on the border of the Point Reyes National Seashore, the area is a vacation destination, with an increased population during summer and Holidays.

**DEFINITION**

The Water Systems Superintendent assists in coordinating and directing day-to-day activities of the District's overall water supply operations, including, but not limited to use of the District's Water System surface water production, treatment, storage, distribution, and monitoring systems. Applies experience and qualifications to perform a wide range of professional level disciplines to water supply management, research, analysis, and environmental compliance associated with surface water supplies, water quality, water supply infrastructure and related issues. The Water Systems Superintendent works closely with the Chief of Operations and the General Manager and other consultants, regulatory agencies, and other water agencies and organizations to ensure a sufficient and reliable water supply in compliance with applicable legal, policy, regulatory and professional standards. Directs and supplies supervision of all water system employees.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

Methods, practices, material, tools, and equipment used in the operation, installation, maintenance and repair of water mains, pipes, pumps, water wells, controls, and equipment; including Operation of pumps and related flow and pressure control and storage facilities manually or by using a system control and data acquisition (SCADA) system. Duties may include using tools and power-driven equipment necessary for the work. The position will require understanding and execution of oral and/or written instructions; conduct work promptly and courteously, while maintaining good public relations; and supervise small crew and/or work independently.

## **DESIRED QUALIFICATIONS**

- High school graduate or G.E.D.
- Experience with water system planning, design, construction, and cost estimating.
- California Grade T II Water Treatment Operator License.
- California Grade D II Water Distribution Operator License.
- Five years of increasingly responsible management experience.
- Familiarity with SCADA applications, including remote system control.
- Proficient with the use of Microsoft applications.
- Must live within 30 minutes of District.
- Must possess and maintain a valid California class "C" driver's license and maintain a satisfactory DMV record to support District insurability.

## **SALARY AND BENEFITS**

Salary range \$104,000 - \$114,400 commensurate with experience. In addition to the base salary, the following benefits are offered:

- Health Insurance – District pays premium of \$807.23 up to \$2098.80 per month for employees and eligible dependents depending upon coverage level.
- CalPERS retirement plan 100% contribution paid by District.
- The District participates in Social Security.
- Voluntary deferred compensation plans available.
- Paid vacation - 15 days accrued each year.
- 11 paid holidays per year.
- Paid sick leave – 10 days per year.

## **Deadline to submit resume is OPEN UNTIL FILLED**

The Equal Opportunity Policy of the District is based upon the philosophy that all people should be treated fairly and with dignity. Inverness Public Utility District does not discriminate against any applicant or employee because of race, color, religion, sex, national origin, or any other protected class. The Company makes all employment decisions in a non-discriminatory manner. EOE, VET, DISABILITIES

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