



POSITION AVAILABLE:

Water Resources Director

POSTING DATE: Thursday, February 17, 2022
DEADLINE TO APPLY: Open Until Filled **(Review of applications will begin on March 1, 2022)**

DEPARTMENT: Water Resources
LOCATION: Ravenna, OH

ANNUAL SALARY: \$76,149 - \$114,192, commensurate with experience
CIVIL SERVICE/FLSA STATUS: Unclassified, Exempt

MINIMUM QUALIFICATIONS:

Bachelor's degree in Business Administration, Management Science or Public Administration, or closely related field is required. Master's degree in Public Administration, Business Administration, Public Administration or a closely related field is preferred. Five years of progressively responsible and significant experience in a publicly funded comparable water and sewer organization, including at least three years of management and supervisory experience in a union environment. Must possess a valid Ohio driver's license and maintain continuing eligibility under the existing County driver eligibility standards.

EXAMPLE OF DUTIES:

Under the direction of the County Administrator, incumbent is responsible for overseeing the operations, maintenance, repair and construction improvements of the department which consists of four water plants, twelve wastewater plants, and approximately sixty-four employees. Direct, coordinate and evaluate all phases of the operations of the county's affiliated water and wastewater utilities. Oversee development and implementation of budget; operate within budgetary constraints with effort to reduce costs and increase efficiencies. Implements programs requiring multi-year time periods, through complex decision-making process involving extensive research and coordination. Perform strategic planning, implement programs requiring multi-year time periods, formulate and set department policy. Identify trends and problem areas; develop and implement solutions, resolves operational conflicts. Conduct contract negotiations with other municipal entities, bulk users and consultants. Supervise several subordinate managers and supervisors that carry out the day-to-day work.

For full job description, please contact the Human Resources Department.

HOW TO APPLY:

- **THE COUNTY APPLICATION, RESUME AND COVER LETTER ARE REQUIRED** WHEN APPLYING FOR THIS POSITION.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: <https://www.portagecounty-oh.gov/human-resources/pages/job-opportunities>
- DOCUMENTS CAN BE FAXED, EMAILED OR MAILED:

PORTAGE COUNTY HUMAN RESOURCES
449 S. MERIDIAN STREET, 7th Floor
RAVENNA, OHIO 44266

EMAIL: HRD@PORTAGECO.COM / FAX: 330-298-4225

PORTAGE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER (EOE)