

# Wastewater Chief Plant Operator





# THE CITY OF SAN JOSE

San José, known as the “Capital of Silicon Valley,” is a vital economic and cultural hub, encompassing 178 square miles at the southern tip of the San Francisco Bay. With over a million residents and 80,000 businesses, it stands as Northern California’s largest city and the 10th largest in the nation. Renowned for its diverse population and transformation into a global innovation center, San José boasts a concentration of major tech companies and headquarters, making it a dynamic and thriving city.

Nestled between the Diablo and Santa Cruz mountain ranges, San José offers an unparalleled quality of life with 300 days of sunshine annually. Residents enjoy easy access to California coast beaches, Sierra Nevada mountains, wine country, and the cultural richness of the Bay region. The city’s vibrant neighborhoods, high-rise residential projects, theaters, museums, and diverse entertainment attractions contribute to its exceptional lifestyle.

The City’s educational landscape is robust, with nineteen public school districts and numerous private and parochial schools. Notable universities in and near San José include San José State University, Santa Clara University, Stanford University, and three University of California campuses.

Envision San José 2040, the city’s growth plan adopted in 2011, guides anticipated growth through 2040, emphasizing transit-accessible, infill growth areas for a more urban landscape. Boasting a highly educated and productive population, San José has over 40% of its workforce holding a bachelor’s degree or higher, surpassing the national average. The city takes pride in its rich cultural diversity, global connections, and essential role as a connector to the nation and the world.



## THE CITY GOVERNMENT

San José, a Charter City, operates under a Council-Manager form of government with a Mayor and 10 Council Members. The City Manager and executive team provide strategic leadership, supporting the Council's policy-making role and ensuring high-quality services. Community engagement occurs through Council-appointed boards, commissions, and project-specific opportunities.

The city offers diverse services, including police, fire, an international airport, municipal water system, wastewater treatment facility, parks, a zoo, and library system. Key facilities include the San José McEnery Convention Center, Center for the Performing Arts, California Theatre, Mexican Heritage Plaza, and SAP Center San José.

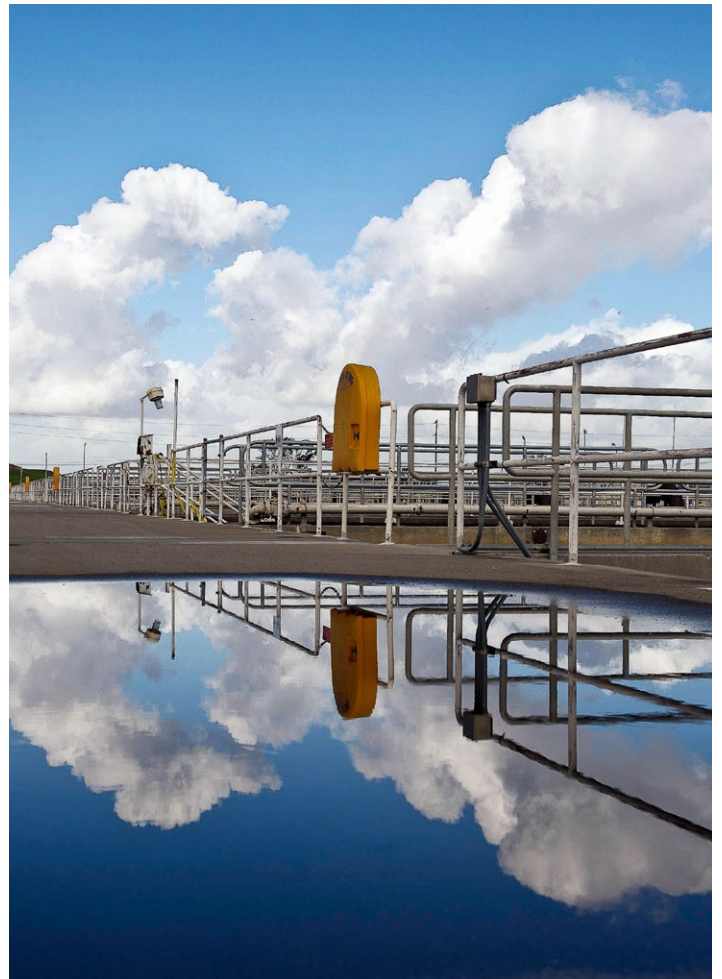
With 6,646 full-time equivalent positions and a budget of approximately \$5.3 billion for fiscal year 2022-2023, San José prioritizes fiscal integrity. The city is committed to delivering quality services and maintains high credit ratings. Visit [www.sanjoseca.gov](http://www.sanjoseca.gov) for extensive information.

## THE ENVIRONMENTAL SERVICES DEPARTMENT

The Environmental Services Department (ESD) is a place where people do great work and make a difference, with a mission to deliver world-class utility services and programs to improve our health, environment, and economy. ESD delivers essential services that keep San José strong and healthy. ESD's Core Services are:

- » Wastewater Management
- » Water Utility
- » Recycled Water
- » Recycling and Garbage Services
- » Stormwater Management
- » Natural and Energy Resources Protection

ESD is also a leader in environmental sustainability issues globally. In 2018, ESD implemented Climate Smart San José, a new initiative to reduce air pollution, save water and improve quality of life – providing a sustainability guiding philosophy that will decrease greenhouse gas emissions and ensure the vitality of San José for decades to come.







## THE DIVISION

The Wastewater Management Division oversees the San José-Santa Clara Regional Wastewater Facility (RWF), one of the West Coast's largest advanced treatment facilities. With over 260 full-time positions, it treats wastewater from 1.7 million residents and 17,000 businesses in a 300-square-mile area. Originally built in 1956, the RWF has a rated capacity of 167 MGD, currently treating 110 MGD. A \$2 billion capital improvement program (CIP) is underway to enhance aging infrastructure. The RWF, providing primary, secondary, and tertiary treatment, has maintained NPDES permit compliance, earning four Platinum Awards from the National Association of Clean Water Agencies in the last decade. Not only does the RWF protect public health in Silicon Valley; it also protects the fish and wildlife in the lower South San Francisco Bay.

## THE POSITION

As the Chief Plant Operator, you will be at the forefront of planning, organizing, and directing critical aspects of our Operations Division, Biosolids Management Programs, Air Compliance, and Asset Management/Engineering Support. You'll play a key role in recommending budgets, setting standards, and ensuring the continuous and proper operation of our facility while meeting state permit treatment performance and regulatory requirements.

### **Responsibilities include:**

- » **Strategic Leadership:** Collaborate with the Regional Wastewater Facility General Manager in planning and organizing operational activities. Provide direct and indirect supervision to staff in the Operations Division and Biosolids Management Program.
- » **Project Management:** Direct and execute special projects and strategic planning programs defined by the Facility General Manager. Ensure the effective management of biosolids transition, encompassing short-term hauling contracts and any future change to the program.
- » **Compliance Oversight:** Manage personnel responsible for monitoring, reporting, and handling corrective actions related to air emissions permits. Ensure compliance with applicable State and Federal wastewater discharge regulations.
- » **Asset Management:** Direct Asset Management/Engineering Support personnel, overseeing the electronic storage, organization, and management of critical wastewater-related documents. Manage professional service contracts for design oversight of minor O&M construction projects.
- » **Team Leadership:** Work closely with the Division Manager of Operations to provide direction and oversee day-to-day operations, help troubleshoot major process issues, and provide direction and leadership to solve complex problems or emergency situations.
- » **Coordination:** Coordinate with the CIP Deputy Director for the hand-off of new capital equipment. Serve as the Incident Commander for the Facility's Emergency Response Team.
- » **Public Relations:** Manage the coordination of tours at the Facility, showcasing our commitment to transparency and environmental stewardship.

# THE IDEAL CANDIDATE QUALITIES

## Expertise That Commands Respect

- » **Proven Track Record:** Demonstrate a track record of success in the supervision or management of wastewater operations, showcasing expertise in primary, secondary, sludge control, nitrification, filtration, disinfection, Residual Solids Management, and cutting-edge computerized process control.
- » **Certification Excellence:** Hold certifications that speak to your mastery, indicating that you are a *Grade V Wastewater Treatment Plant Operator in the State of California*.

## Strategic Visionary

- » **Strategic Insight:** Possess a strategic mindset, capable of shaping and executing initiatives that align with organizational objectives.
- » **Innovative Thinking:** Challenge the status quo, bring fresh perspectives, and contribute innovative ideas to enhance operational efficiency and effectiveness.

## Leadership Excellence

- » **Motivational Leader:** Lead by example, fostering a culture of high ethical standards, openness, and collaboration. Motivate and inspire your team to achieve greatness.
- » **Adaptability:** Thrive in a dynamic environment, showcasing an entrepreneurial spirit, flexibility, and adaptability in addressing challenges and priorities.

## Effective Communicator

- » **Clear Communication:** Possess exceptional communication skills, both orally and in writing. Effectively convey information, express thoughts clearly, and actively listen to team members, stakeholders, and executive management.

## Managerial Acumen

- » **Priority Management:** Evaluate priorities with precision, ensuring that the team focuses on the most critical tasks. Set clear goals for the employees and the work unit.
- » **Collaborative Approach:** Develop networks, build alliances, and engage in cross-functional activities to foster a collaborative work environment.

## Commitment To Compliance

- » **Regulatory Mastery:** Navigate and stay abreast of complex State and Federal wastewater discharge regulations. Ensure the facility's unwavering compliance.

## Emergency Response Expert

- » **Incident Command Prowess:** Serve as the Incident Commander for the Facility's Emergency Response Team, demonstrating resilience and decisiveness in critical situations.

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## Visionary Thinker

- » **Alignment with Organizational Vision:** Support, promote, and ensure alignment with the organization's vision and values. Understand and adapt to internal and external trends influencing the organization.

## Continuous Learner

- » **Adaptive Learning:** Display the ability to learn and implement new systems swiftly. Proactively address challenges, keeping abreast of industry advancements and best practices.

## Ethical Standards


- » **Highest Ethical Standards:** Uphold the highest level of ethical standards, maintaining integrity and transparency in all professional endeavors.





# QUALIFICATIONS

- » **Education and Experience:** Bachelor's degree from an accredited college or university, AND six (6) years of supervisory or management experience at a wastewater facility, including at least three (3) years of experience supervising more than 20 full-time employees.
- » **Acceptable Substitution:** Additional years of related experience may be substituted for the bachelor's degree requirement on a year for year basis.
- » **Certification:** MUST possess a Grade V Wastewater Treatment Plant Operator Certification in the State of California.
- » **Licensing:** Possession of a valid State of California driver's license.



SECONDARY BLOWER BUILDING



## COMPENSATION & BENEFITS

The total salary range for the Chief Plant Operator classification is **\$148,563.74 - \$239,832.32**; placement within this range will depend upon the qualifications and experience of the selected individual. This salary includes an approximate five percent (5%) ongoing non-pensionable compensation. The salary is supplemented by an attractive benefits package that includes, but is not limited to:

- » **Retirement** – Competitive defined benefit retirement plan with full reciprocity with CalPERS; defined contribution plan available as an option.
- » **Health Insurance** – The City contributes 85% towards the premium of the lowest cost non-deductible plan. There are several plan options.
- » **Dental Insurance** – The City contributes 100% of the premium of the lowest priced plan for dental coverage.
- » **Personal Time** – Vacation is accrued initially at the rate of three weeks per year, with amounts increasing to five weeks after 15 years of service. Executive Leave of 48 hours is granted annually and, depending upon success in the Management Performance Program, could increase to up to 88 hours.
- » **Sick Leave** – Sick Leave is accrued at the rate of approximately 8 hours per month.
- » **Holidays** – The City observes 15 paid holidays annually.
- » **Deferred Compensation** – The City offers an optional 457 Plan.
- » **Flexible Spending Accounts** – The City participates in Dependent Care Assistance and Medical Reimbursement Programs.
- » **Insurance** – The City provides a term life policy equal to two times annual salary. Long-term disability and AD&D plans are optional.
- » **Employee Assistance Program** – The City provides a comprehensive range of services through the EAP.

For more information on employee benefits, visit the [City's Human Resources Benefits](#) website.

Federal Law requires all employees to provide verification of their eligibility to work in the country. Please be informed that the City of San José will not sponsor, represent, or sign any documents related to visa applications/transfers for H1-B or any other type of visa that requires an employee application.

## HOW TO APPLY

**The application deadline is April 19, 2024 at 11:59 PM Pacific time.** To be considered, candidates must submit their application online at <https://www.cpsr.us/recruitment/2334> along with the following items:

- » A cover letter.
- » A resume that reflects the size of staff and budgets you have managed. Your resume should indicate both months and years of beginning/ending dates of positions held.
- » List of six work-related references: (two each of past or present supervisors, direct reports, and colleagues. References will not be contacted without prior notice.

Applications and resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to proceed in the selection process. Additional phases of the selection process will consist of one or more interview before final selection.