

THE VILLAGE OF CONSTANTINE, MICHIGAN, IS SEEKING TO FILL THE POSITION OF WASTEWATER TREATMENT FACILITY SUPERINTENDENT

JOB DESCRIPTION

Position Title: Wastewater Treatment Facility Superintendent

Department: Public Works

Supervisor: Director of Public Works

Status: Full-time, non-union, FLSA exempt.

Location: Village of Constantine, Michigan

OVERVIEW

The Village is seeking a skilled and dedicated Wastewater Superintendent to lead our newly renovated Wastewater Treatment Facility (WWTF). The Village formerly discharged to a regional system and is currently completing renovations to our WWTF. Wastewater flow through the newly completed WWTF is expected in July/August of 2025.

This role is responsible for supervising and performing technical work in the operation and maintenance of the WWTF; to supervise and perform laboratory tests, maintenance, and repair operations; and for ensuring compliance with environmental regulations, supervising staff, maintaining efficiency in wastewater treatment processes, and optimizing plant performance.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Supervise and perform the daily operations and maintenance of the wastewater treatment facility.
- Ensure compliance with federal, state, and local environmental regulations.
- Manage and train plant personnel, fostering a safe and productive work environment.
- Oversee budget planning and resource allocation.
- Act as a liaison with government agencies and community stakeholders.
- Develop and implement operational strategies for efficient wastewater treatment.
- Monitor treatment processes and adjust operations as needed.
- Supervise and perform all required analytical testing required for permit compliance.
- Prepare and maintain detailed reports and regulatory documentation.
- Plan and supervise the maintenance, inspection, repair, and construction of mechanical wastewater treatment equipment processes.
- Establish a Computerized Maintenance Management System (CMMS) to track work orders and perform preventative maintenance.
- Related work as required.

MINIMUM QUALIFICATIONS

Education and Experience:

- High school diploma or equivalent.
- Considerable knowledge in operating and maintaining a wastewater treatment facility, wastewater pumping, and residuals disposal.
- Considerable knowledge of public health regulations and regulations pertaining to the treatment and disposal of wastewater and wastewater residuals.

- Considerable knowledge of wastewater treatment including operations, maintenance, and laboratory procedures.
- Experience with influent screening, grit removal, MBBR fixed film processes, clarification, and UV Disinfection.
- Experience with aerobic digestion and residuals management including Part 503 regulations.
- Desirable: Bachelor's degree in chemistry, biology, or a related field.

Licensing and Certification:

- Class B wastewater license with the state of Michigan.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES

- Five years of progressive responsibilities and related work experience in a wastewater treatment setting.
- Ability to effectively supervise and train employees.
- Strong problem-solving and analytical skills.
- Good communication and organizational skills.
- Proficiency in using relevant tools and equipment.
- Proficiency in writing reports and presenting reports to elected officials and citizens.
- Knowledge of regulatory compliance and wastewater treatment technologies.
- Experience with SCADA systems and plant monitoring equipment.
- Ability to respond to emergencies and troubleshoot operational issues.

PHYSICAL DEMANDS

Employees must be prepared for physically demanding tasks in a variety of environmental conditions. This role requires frequent standing, walking, bending, kneeling, and lifting heavy equipment or materials. Workers may be exposed to loud machinery, strong odors, chemicals, and hazardous substances, requiring the use of personal protective equipment (PPE). The position involves working indoors and outdoors in all weather conditions, including extreme heat, cold, and wet environments. Additionally, employees must be able to climb ladders, operate heavy machinery, and respond quickly to emergency situations. Strong manual dexterity, stamina, and attention to safety protocols are essential to perform the duties effectively.

BENEFITS

- Competitive salary and benefits package.
- Health, dental, and vision insurance.
- Retirement plan options.
- Professional development and certification opportunities.

HOW TO APPLY

Submit your resume, cover letter, and references to Mark Honeysett, Village Manager, by email at mhoneysett@comcast.net or deliver to the Village offices at 115 White Pigeon Street, Constantine, MI 49042.

APPLICATION DEADLINE

Friday, June 27, 2025.