

CITY OF FALLS CITY

Utility Superintendent

FLSA Status: Exempt

Description of Work:

This Management Position is responsible for the operation, maintenance, and repair of all City Utilities. Plans, organizes, and directs the activities of the Utilities Departments consisting of electric production, electric distribution, natural gas distribution, water production, water distribution, wastewater treatment and sewer collection. Works under the supervision of the Board of Public Works and general direction of the City Administrator, Mayor, and City Council.

Duties and Responsibilities:

- Manage the operations of all City owned utilities.
- Plan and prepare 10-year capital improvement plan and Utility Department Budget.
- Manages capital improvement construction projects.
- Coordinate assigned activities and reporting with other City departments and outside agencies.
- Effectively apply local, state, and federal regulations, policies, and procedures.
- Hiring, training, disciplining, and evaluating employees.
- Recommend changes to policies and procedures to the Board of Public Works.
- Other duties as assigned.

Education, Skills, and Abilities:

- High School or equivalent degree with preference given to applicants that have a Bachelor's degree from an accredited four-year college or university with major course work in engineering.
- Comprehensive knowledge of the technical aspects of electric, natural gas, water, and wastewater operations.
- Working knowledge of business software including Microsoft Office products.
- Critical thinking skills including strong analytical and problem-solving skills.
- Excellent listening, oral and written communication skills.
- Strong leadership capability.
- Excellent interpersonal skills.
- Must possess and maintain a valid Nebraska Driver's License.
- Responds to emergency calls 24 hours per day.
- Ability to work extended hours, occasionally work weekend and / or evening hours.
- Ability to obtain Water Operator and Wastewater Operator at the appropriate levels.

Training and Experience:

- 10 years related experience in utility operations, maintenance, and construction, to include 3 years in a supervisory position.
- Familiarity with electrical and natural gas commodity markets.
- Experience with utility construction projects and contracts.
- Experience administering union labor contracts.
- Knowledge of utility rates.

Work Environment:

- Work is performed primarily in office and vehicle settings. May be required to work in inclement weather conditions including extreme hot and cold temperatures, and all hours of the day including nights and weekends.