



CITY OF ATTLEBORO, MASSACHUSETTS

HUMAN RESOURCES OFFICE
GOVERNMENT CENTER
77 PARK STREET
ATTLEBORO, MASSACHUSETTS 02703

City of Attleboro
External Posting (01/07/2025)
Superintendent of Water
Salary Range: \$104,665 - \$141,298

The City of Attleboro Water Treatment Plant seeks a Superintendent of Water who, under the policy direction of the Mayor, performs complex and responsible duties requiring the exercise of independent judgment in the operation and maintenance of the equipment and facilities for the City's water distribution system, including directing subordinates and long-range planning for the operation and maintenance of the water distribution system.

Duties include plan and supervise the operation, maintenance and construction work of the Department of Water to provide an adequate supply of potable water to residential and commercial users. Monitors watershed to ensure balance between the demand for water and availability of source. Supervises the operation and maintenance of the water system; oversees necessary preventative maintenance on process machinery such as lubricating bearings, changing filters, adjusting belts, and rotating machinery; supervises repairs as needed. Supervises weekly maintenance schedule for equipment and facilities, as well as major repairs. Inspects and supervises the maintenance of grounds and facilities in connection with plant operation; maintains buildings, roads, irrigation areas, wells, filter beds, water storage tanks, reservoirs and waterways. Supervises all departmental personnel including assignments, scheduling and prioritizing work. Responsible for ensuring the city's compliance with state and federal regulations and water quality programs. Produces state and federal regulatory reports as required. Supervises work crews providing new water installations and main extensions, general water line maintenance and emergency repairs; estimates costs of proposed water system construction work; reviews plans and inspects installations of contractors for compliance with standards. Investigates claims against the department for vehicle accidents and water breaks. Develops long range planning of water programs with attention to fire flows and protection, water conservation and general use; upgrading of water facilities, land acquisitions, grant applications, and water conservation and maintenance programs. Responds to complaints and questions from the general public, interacts with the media, and represents the department and the City in meetings with local, state and federal officials. Prepares department's budget, manages capital projects; estimates cost of new services; purchases supplies and equipment; prepares bid specifications; oversees payroll, billing, accounts payable and personnel records within the department. Attends professional development seminars and meetings as required to maintain state licenses for water. Performs related work as required.

Bachelor's degree in chemistry, biology, civil engineering or related field and 10 years of progressively more responsible experience in municipal water operations, to include at least three years in a supervisory capacity; or any equivalent combination of



CITY OF ATTLEBORO, MASSACHUSETTS

HUMAN RESOURCES OFFICE

GOVERNMENT CENTER

77 PARK STREET

ATTLEBORO, MASSACHUSETTS 02703

education and experience. Drinking Water Supply Licenses Grade D4 and Grade T 4 in full and Valid motor vehicle operator's license required. Occasional exposure to various outdoor weather conditions, chemicals, toxic substances and plants. Thorough knowledge of the policies and operating procedures of water supply and distribution. Working knowledge of the materials, methods, and techniques of underground installations. Knowledge of state and federal laws pertaining to water quality. Ability to read maps, plans and prints. Ability to plan, assign and supervise to work of employees performing various functions related to water projects. Ability to communicate effectively both orally and in writing. Ability to maintain good public relations. Familiarity with grant writing process. Ability to use a computer, telephone, and standard office equipment. Ability to prepare and administer budgets.

If interested, please submit a resume and cover letter to the City of Attleboro, Human Resources Office, 77 Park St., Attleboro, MA 02703 or attleborojobs@cityofattleboro.us . This position will remain open until filled.