



**NARRAGANSETT BAY COMMISSION
VACANCY NOTICE**

Phone: 401-461-8848 ext 371, HR Clerk

Title and Number of Position:	Operations Supervisor – BP BP045
Application Period:	7/20/2023 – 7/27/2023
Salary Range:	7A / \$56,556.25 - \$93,317.81
Division – Section – Unit:	Operations & Maintenance /Bucklin Point WWTF
Shift and Days:	Thurs. 11 PM – 7 AM; Fri./Sat. 7 PM – 7 AM; Sat. 3 PM – 11 PM
Location:	East Providence
Restrictions:	None
Position Covered by Bargaining Unit Agreement:	No

DUTIES/RESPONSIBILITIES: Provides day-to-day supervision and direction to subordinate skilled & semi-skilled unionized personnel involved in 7 days / 24-hour, computer controlled, continuous process operations involving wastewater treatment. Ensures proper utilization of assigned Narragansett Bay Commission (NBC) wastewater treatment equipment / facilities and personnel in accordance with all applicable Narragansett Bay Commission / State and Federal regulations / guidelines and union collective bargaining agreements. Directs and trains subordinate staff in the daily operation and preventive maintenance of NBC wastewater treatment, pumping & monitoring facilities. Sets priorities, renders operational advice, makes daily assignments, interprets policy, and resolves issues/ problems (e.g.: personnel, union grievances, coverage, operational, safety, etc.). Assumes role of management’s representative during off-shifts. Ensures all work (including personal efforts) is performed in accordance with NBC policy guidelines, operational SOP’s, State & Federal Permit requirements, Safety procedures and the union collective bargaining agreement. Trains / retrains employees. May work a rotating shift schedule, as required. Performs other duties as assigned, within skill and experience capabilities.

EDUCATION/EXPERIENCE/SPECIAL REQUIREMENTS:

EDUCATION / EXPERIENCE: High School diploma or GED required. Preference given to applicants with college coursework in environmental sciences, engineering and/or management in addition to the successful completion of specialized wastewater training courses. A minimum of five (5) years of experience in the operation and maintenance of a secondary, activated sludge wastewater treatment facility or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

SPECIAL REQUIREMENTS: Must possess a Grade II certification for wastewater treatment operators upon hire. Grade III certificate shall be obtained within one year of appointment. Must possess a valid State driver’s license. This position requires a thorough practical knowledge of the methods, equipment, techniques, and computer inputs used in wastewater treatment systems.

AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:

REASONABLE ACCOMODATION: If an applicant is unable to perform any essential job functions because of their disability but can achieve the required results by means of a REASONABLE ACCOMODATION, then the individual shall not be considered unqualified for the position.

MEDICAL INFORMATION: Successful completion of a pre-placement physical examination and drug screen will be required after a conditional offer of employment has been made.

TO APPLY:

Apply within the application period as shown on notice. This Agency does not assume responsibility for applications sent through the mail. *NOTE: The Narragansett Bay Commission union contracts allow a 3-day grace period for its members only.*

APPLY ONLINE OR SEND RESUMES TO: resumes@narrabay.com (resumes must be in Word or PDF format), deliver to One Service Road, Providence, RI 02905 attention Human Resources, or Fax to 401-461-2242.