

**Open to the Public  
As of October 5, 2017**

**Water Quality Supervisor - Water**

**Primary Function**

Directs operation of Chemical and Microbiology laboratories in performing tests required to maintain compliance with regulatory agencies. Supervises laboratory technicians in all phases of sample collection, analysis and record keeping.

**Training and Experience**

- Bachelor's degree in Chemistry, Biochemistry, Physics, Environmental Science, Biology, and Microbiology, Physical Sciences or Engineering and four (4) years experience in drinking laboratory work and completion of an approved course in a related laboratory field is required.
- Five years' experience working in a lab environment is required.
- Three years of progressively responsible experience in supervision in the lab environment is highly desirable.

**Licenses and Certificates**

- Possession of a current valid drivers' license issued by the Commonwealth of PA is required.
- Possession of Class A Water license or ability to complete testing with appropriate sub-classes within first ninety (90) days of hire and have paperwork submitted for completing acquisition no later than six (6) months from date of hire. (If testing is not available due to time of year, then first available test must be completed for maintaining compliance).

**Comments**

- Requires lifting up to 50 lbs.
- Requires standing outdoors for long periods.
- Works around motorized or moving equipment and machinery.
- Requires working long hours and must be available to handle emergency situations after hours, weekends and holidays.
- This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities

**Salary: \$48,094.90 - \$67,332.87, dependent upon qualifications**

**Full-Time; Excellent City benefit package**

***Applications will be accepted until Thursday, November 2, 2017, at 5 PM.***

The City Job Application and full job description are available at [www.cityoflanasterpa.com/city-job-listings](http://www.cityoflanasterpa.com/city-job-listings)

**The City of Lancaster is an Equal Opportunity Employer**

**City of Lancaster  
Job Description**



Job Title:	<b>Water Quality Supervisor</b>	Job Code:	<b>2198</b>
Department:	<b>Public Works</b>	FLSA:	<b>Exempt</b>
Job Grade:	<b>1013 – Non-Bargaining</b>	Effective Date:	<b>4/1989</b>
Reports To:	<b>Production Supervisor Water Treatment Engineer</b>	Revision Dates:	<b>10/1992; 6/2010; 5/2014; 2/2015; 8/2017</b>

**Primary Function**

Directs operation of Chemical and Microbiology laboratories in performing tests required to maintain compliance with regulatory agencies. Supervises laboratory technicians in all phases of sample collection, analysis and record keeping.

**Principle Duties & Responsibilities**

- Supervises all required chemical and microbiological water analyses to maintain compliance with Pennsylvania Department of Environmental Resources (PA DEP) and United States Environmental Protection Agency (USEPA) drinking water regulations.
- Schedules sample collection and reports test results required by PA DEP and USEPA regulations
- Communicates with internal and external customers by posting water quality alerts through emails and City website.
- Notifies customers by using emergency alert notification system.
- Prepares annual budget for Water Lab.
- Trains and supervises personnel engaged in performance of chemical and bacteriological analyses.
- Conducts quality control studies; establishes procedures and test related to water purification and quality control.
- Maintains knowledge of all PA DEP and USEPA drinking water regulations.
- Supervises investigation of customer water quality complaints.
- Set up, conduct and maintain an in-house analytical quality control program to assure a high degree of accuracy and precision in analytical results.
- Ensures timely submittal of reports pertaining to state and federal water quality standards.
- Coordinates lab results with Operations to optimize treatment techniques.
- Maintains lab supplies.

**Position Qualifications**

**Knowledge, Skills and Abilities**

- Knowledge of safe practices related to PA DEP and USEPA drinking water regulations
- Knowledge of biology and chemistry as applied to drinking water treatment.
- Knowledge of plant computer monitoring and control system.
- Demonstrated skills in the applications and performance of all necessary laboratory techniques and procedures and in the proper use and maintenance of laboratory equipment.
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- Possession of Water Plant Operators license with all applicable subclasses.
- Mechanical ability to perform minor repairs on laboratory equipment.
- Ability to operate a vehicle on private and public streets is required.
- Proven proficiency in knowledge, understanding and use of the Microsoft (or similar) suite of tools (word, and excel, Outlook) is required.
- Proven ability to interpret, verify, and accurately enter data into a computer database is required.
- Proven ability to work well under pressure and to maintain positive interactions is required.
- Proven ability to multi-task in a fast-paced environment is required.
- Proven ability to read, write, speak and comprehend English is required.
- Proven ability to work as part of a team and to collaborate successfully with others is required.
- Proven ability to adapt to new or changed situations and to show flexibility in making improvements in work processes and operations is required.
- Proven ability to exhibit customer-centered behaviors and to focus on customer needs is required.
- Proven ability to commit to excellence in service and to continuous improvement is required.

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**Licenses and Certificates**

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**Environmental Conditions**

- Indoors, environmentally controlled.
- Outdoor, exposed to inclement weather and extreme temperature.
- Exposure to noise and pollution

**Safety Equipment Used or Needed**

- Personal Protective Equipment such as hardhats, gloves, safety glasses, ear protection, rain gear, steel toed safety shoes, rain boots and respirators.

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