



The City of West Palm Beach is seeking a seasoned, detailed oriented professional to serve as the next.....

Water Plant Manager

Department of Public Utilities
West Palm Beach, Florida





THE COMMUNITY

The City of West Palm Beach is a diverse community situated on the East coast of South Florida and is the County seat of Palm Beach County.

The City of West Palm Beach (pop. 102,000) with its sunny palm-lined streets, scenic waterfront views, quaint shopping districts, historic neighborhoods, and year-round outdoor festivals — is a slice of paradise whose hallmarks are elegance and luxurious comfort.

The Downtown Retail and Entertainment District is a vibrant area. When the sun sets, one can enjoy fine dining by candlelight at one of the many lovely area restaurants.

Every Thursday evening the area comes alive with the award-winning “Clematis by Night” where visitors and locals mingle among arts and crafts vendors while enjoying live entertainment. West Palm Beach is definitely one of the more popular nighttime hotspots.

For theater and performing arts, the Raymond F. Kravis Center for the Performing Arts is the premier location in West Palm Beach to spend an evening. The Norton Museum of Art houses a world-renowned collection of European, American, Chinese and contemporary art, along with rotating exhibitions.

West Palm Beach also offers family fun, with the Palm Beach Zoo at Dreher Park, the South Florida Science Museum or nearby world-class beaches and fishing. SunFest, Florida's largest waterfront music and art festival, takes place in West Palm Beach each May.

Whether you come for the shining sun or the shining storefronts, the subdued elegance of West Palm Beach is sure to captivate you.

West Palm Beach has transformed itself from a sleepy bedroom town into a burgeoning city—thanks to a thriving downtown that is growing by the day. New civic, cultural and residential projects are popping up all over downtown, spawning millions of dollars more in current and pledged investments. In the past decade, \$1.4 billion has been invested in the City's Downtown Intracoastal Waterway front, which is anchored by two bustling entertainment-retail-residential cores.

With over \$360 million to be spent on the district in the next years and a new “Downtown Always Original” branding campaign that accentuates the different facets of the good life abounding in the area, downtown West Palm Beach is positioning itself for an explosion of private and public projects, with the opening of the new City Center – a governmental center and cultural hub that will bridge the waterfront with downtown at the helm of the renaissance.

Following many multimillion-dollar enhancements to downtown's five-block-long, four-block-wide waterfront Clematis Street District, the area now boasts new streetscapes, crime-prevention programs, a plethora of new public events, and Centennial Fountain – a daily gathering spot for families and children. With 250,000 square feet of retailers, dozens of restaurants and a busy nightlife, the Clematis Street area has, year after year, witnessed significant additions—from the \$3-million waterfront Meyer Amphitheatre, and \$30-million Waterfront development that recently open to the renovated Cuillo Centre for the Arts. More recently, some 200,000 square feet of Class A office space was added—in two stunning mixed-use waterfront buildings with retail, dining and residential

components, too—and more is on the way.

Through an alliance of public and private investments and with the help of an active community contributing to the planning process, the new City Center is now open. The City Center is located in the 400 block of Clematis and includes a new 130,000 square-foot City Hall, new state of the art Library triple the size of the former one and the Palm Beach Photographic Centre and Museum, relocating from Delray Beach.

Just southwest of the Clematis area, CityPlace, the \$550-million, 72-acre entertainment-retail-residential project—its Northern Italian-inspired architecture unfolding 600,000 square feet of specialty retail, 20 destination restaurants, a 20-screen movie theater, 600 residences, a historic cultural center and the 350-seat Florida Stage theater, which is scheduled to break ground this year—has triggered much activity and investment around it.

Across from CityPlace's southern border, the 330,000-square-foot Palm Beach County Convention Center is the site of numerous prestigious events—from boat shows to the multimillion-dollar International Fine Art Exposition. Currently on the horizon is an adjacent 400-room convention center hotel.

Stimulating the remarkable growth of downtown is the area's wide scope of cultural offerings. For years downtown West Palm Beach has drawn visitors and newcomers to its culture-driven locale, which made international news as early as 1992, when the \$55-plus-million state-of-the-art Raymond F. Kravis Center for the Performing Arts, across the street from CityPlace, opened debt-free.





From the Kravis Center to the South Florida Science Museum to the Palm Beach Zoo to the Norton Museum of Art, now the largest art museum in Florida, culture organizations' capital campaigns have reaped tens of millions. Among the newest offerings is Palm Beach County's first major history museum, which is located in the newly renovated 1916 County's Courthouse.

THE CITY GOVERNMENT

West Palm Beach operates under the strong mayor form of government. This system combines the strong political leadership of a mayor, who is responsible for running the affairs of the City, with an elected City Commission.

The City Administrator provides leadership and administrative support to the Mayor in the administration and execution of policies and objectives formulated by the Mayor; develops and recommends solutions to community problems for consideration by the Mayor and City Commission; and plans, develops, and monitors programs to meet current and future physical, social, and cultural needs of the citizens of West Palm Beach.

The City has 1,700 employees and a total budget in excess of \$350 million.

MISSION STATEMENT
TO ENHANCE AND PROTECT THE QUALITY OF LIFE BY PROVIDING EFFICIENT AND EFFECTIVE CUSTOMER-FOCUSED SERVICES

ABOUT THE WATER PLANT

The Water Treatment Plant is capable of producing forty seven (47) million gallons of potable water per day (MGD). City customers, on average, require approximately 29 MGD to meet their needs. Currently, the average person uses about 80 gallons of water per day.

The Water Treatment Plant is licensed to operate under specific guidelines established by the Environmental Protection Agency and the State of Florida. The plant is operated by a Florida licensed Water Plant Operator.

Their mission is to convert surface water to potable water that meets or exceeds the Department of Environmental Protection Agency standards, Department of Health standards and the standards established by the Safe Drinking Water Act of 1974 and to provide that product to the water customers of the City of West Palm Beach.

THE POSITION

Reporting to the Assistant Director of Public Utilities, the Water Plant Manager plans, supervises, coordinates, and controls the City's 47 MGD water treatment plant and water distribution systems operations.

The incumbent in this position is responsible for the maintenance, construction and repair efforts dedicated to infrastructure and water treatment and operations; for developing and maintaining regulatory compliance programs for the Water Treatment Plant to ensure compliance with all local, state and federal laws, rules and regulations; and to properly respond to citizen's questions and inquiries on all water quality issues. It is the incumbent's responsibility to study plant operations and costs and make recommendations and implement procedures on how to opti-

mize water plant operations, maintenance, repair, replacement, and capital expenditures.

THE IDEAL CANDIDATE

The next Water Plant Manger will be an energetic and detailed-oriented professional responsible for overseeing the daily operations of the Regional Water Treatment Plant. The ideal candidate will be a highly-skilled leader and manager with the ability to recommend and implement change.

The candidate must be capable of creating a work environment conducive to motivating employees and have the ability to attract, unite and retain team members.

The new Manager will possess strong technical skills, combined with excellent supervisory and administrative skills.

A strong service ethic, desire for a long term relationship with the City and a highly professional approach to problem solving will be found in the successful candidate.

EDUCATION & EXPERIENCE

The position requires five (5) years experience in public utilities, public works, or water treatment systems and Bachelor's degree from an accredited college or university preferably with a major in Chemistry, Biology, Business or Public Administration, or closely related field, or any equivalent combination of training and experience. Two (2) years in a supervisory/managerial capacity

A State of Florida Class A water plant operator license issued by the Department of Environmental Protection is highly desirable.

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A valid Florida driver's license is required. A valid driver's license from any state (equivalent to a State of Florida Class E) may be utilized upon application; with the ability to obtain the State of Florida driver's license within 30 days of appointment.

DESIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Demonstrated knowledge of the principles, practices, machines, equipment, materials and operating and maintenance procedures for a water treatment plant.
- Knowledge of federal, state, and local laws, ordinances, statutes, regulations, rules, policies and procedures related to public utilities operations and maintenance.
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- Practical knowledge of the principles, practices, and procedures of chemistry, biological processes and analysis as it relates to drinking water, public utilities and/or infrastructure repair and maintenance.
- Demonstrated management skills and practice techniques related to the operation of a large water treatment facility.
- Demonstrated skills in supervising others, communicating effectively with members of the general public, elected officials, and other government agencies.
- Ability to prepare and submit technical operating reports.
- A proven record managing budgets and developing high performance work teams.
- Knowledge of engineering practices and plans with ability to critique planned improvements and/or recommend process enhancements.



Depending on qualifications, the salary range for this position can be within the range of \$70,281–\$105,575. The City of West Palm Beach's benefit package includes:

- Management Benefits Category II: \$2,340 annual incentive allowance, 4 management leave days and \$50,000 additional life insurance policy.
- Health, Dental and Vision Insurance
- Deferred Compensation Plan 401(a) and 457 Plan.
- Life Insurance (equal to one times annual salary)
- Paid holidays
- Vacation/Annual Leave
- Sick leave
- Flexible spending accounts
- And more.

The selection process at a minimum, will consist of a General Management In-Basket Assessment process and a behavior-based panel interview process.

Candidates will be subject to a background screening to include criminal history, driver's license, employment, professional certifications and education verification & character references. Successful candidate must have a satisfactory post offer physical, and drug/alcohol screening.

Explore the many opportunities available for those who work, live or play in the paradise we call City of West Palm Beach.

HOW TO APPLY

Apply on-line using the City of West Palm Beach Employment site at www.wpb.org

Applicants must complete a City of West Palm Beach on-line application. Please include cover letter, resume, and salary history as part of your application.

For more information contact:

Sylvia C. Gregory, Compensation and Employment Manager

Department of Human Resources

401 Clematis Street, 3rd Floor

West Palm Beach, FL 33401

Direct line: 561-494-1021

Fax: 561-494-1035

Email: sgregory@wpb.org

Applicants should be aware that applications in Florida become a matter of public record.

To learn more about the City of West Palm Beach visit our website at www.wpb.org.

City of West Palm Beach is an Equal Opportunity Employer