



**POSITION AVAILABLE:**

**Sanitary Engineer / Water Resources Director**

**POSTING DATE:** Wednesday, February 17, 2021  
**DEADLINE TO APPLY:** Wednesday, March 3, 2021

**DEPARTMENT:** Water Resources  
**LOCATION:** Ravenna, OH

**SALARY:** \$36.09 - \$56.58/hour, commensurate with experience  
**FLSA STATUS:** Unclassified, Exempt

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**MINIMUM QUALIFICATIONS:**

Bachelor’s degree in mechanical, chemical, environmental or civil engineering, water resources, or related field, with preferably a Master’s degree in Public Administration, Business or Engineering or a related field. Five years of progressively responsible and significant experience in a publicly funded comparable water and sewer organization, including at least three years of management and supervisory experience in a union environment. Must possess a valid State of Ohio Professional Engineer’s license. Must possess a valid Ohio driver’s license and maintain continuing eligibility under the existing County driver eligibility standards.

**EXAMPLE OF DUTIES:**

Responsible for overseeing the operations, maintenance, repair and construction improvements of the department which consists of three water plants, eleven wastewater plants, and approximately fifty employees. Plan and organize departmental goals and objectives, direct budgeting and financial planning. Supervise several subordinate managers and supervisors that carry out the day-to-day work. Direct, coordinate and evaluate all phases of the operations of the county’s affiliated water and wastewater utilities. Carry out supervisory responsibilities in accordance with county’s policies and applicable laws. Responsibilities include interviewing, hiring, training, assigning and directing work, performance appraisal, discipline, addressing complaints and resolve problems, providing interpretation of County policies, procedures, rules and laws. Address training needs. Oversee development and implementation of budget; operate within budgetary constraints with effort to reduce costs and increase efficiencies. Implements programs requiring multi-year time periods, through complex decision-making process involving extensive research and coordination. Perform strategic planning, implement programs requiring multi-year time periods, formulate and set department policy. Identify trends and problem areas; develop and implement solutions, resolves operational conflicts. Review facility plans, reports, and construction plans for water and sewage improvements; submits to Board of Commissioners and to OHIO EPA for approval; oversee construction of all projects.

For full job description, visit the employment page of the County website.

**HOW TO APPLY:**

- **THE COUNTY APPLICATION FORM IS REQUIRED** WHEN APPLYING FOR THIS POSITION.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: <https://www.portagecounty-oh.gov/human-resources/pages/job-opportunities>
- APPLICATIONS CAN BE FAXED, EMAILED OR MAILED:

**PORTAGE COUNTY HUMAN RESOURCES**  
449 S. MERIDIAN STREET, 7<sup>th</sup> Floor  
RAVENNA, OHIO 44266  
EMAIL: [HRD@PORTAGECO.COM](mailto:HRD@PORTAGECO.COM) / FAX: 330-298-4225