

Nestled at the southern tip of Lake Michigan, Michigan City, Indiana, has long been a popular vacation destination, as well as a center of industrial activity. Michigan City is a vibrant, active community that is in the middle of an unprecedented surge of development. The Michigan City Department of Water Works is an integral part of the surge by offering high quality water at a low price. The Michigan City Department of Water Works is looking for an experienced manager to lead our Distribution team.

Under the direction of the Department Superintendent, the Distribution Superintendent operates and manages the distribution system, and may act as Department Superintendent in his/her absence. The Distribution Superintendent position is full-time, exempt salary role. The general hours are 7:00 am through 3:30 pm, Mondays through Fridays, and will be available for 24 on call, but will share in the rotation as primary call with the two Distribution supervisors.

The roles and responsibilities for the Distribution Superintendent include, but are not limited to:

- Supervises and, when necessary, trains Distribution supervision and/or bargaining unit personnel in the activities specific to the Distribution operations.
- Plans Distribution projects, including design, materials and equipment acquisition and scheduling. Ensures adequate materials are in stock and on order depending on the projects planned.
- Provides input to, and ensures adherence to, the business plan for the Distribution operations.
- Investigates leaks, metering issues and any complaints about the Distribution system or its personnel.
- Ensures that work documentation has been completed or processed appropriately.
- Reviews work performed for all aspects of the Distribution system.
- Ensures adherence to Department work rules and operating procedures, including safe work operations.
- Ensures that the Department's backflow prevention program is administered properly.
- May assist with management duties of Filter Plant Superintendent in his/her absence.

To have success in this role, the following qualifications will need met:

- Minimum of five years of experience managing water/wastewater or infrastructure construction operations. Experience managing in a union environment preferred. A combination of education and fewer years of experience may be considered.
- Must have a valid Indiana Driver's License and be able to be insured to drive Department vehicles. A Class A or B Commercial Driver's License is preferred.
- Experience in the use of computer systems and programs, specifically Microsoft Office required, as well as GIS operating experience. Customer Relationship Management software experience preferred.
- Must be able to effectively communicate with co-workers, customers, contractors and vendors, as well as regulatory agencies and other governmental personnel, both verbally and in writing. Experience with public speaking preferred.
- Must obtain the appropriate Indiana Drinking Water Operator certification through IDEM within 18 months after hire. The current certification is DSL. Holding a DSL before hire is preferred. Holding a treatment certification would be a plus.

- Must have a high school diploma or equivalent. Secondary education in business management preferred.
- Must be able to safely monitor and inspect construction sites in all weather conditions, as well as customer facilities, which would include the ability to make visual observations in daylight and night, traversing at work sites on unpaved or uneven surfaces, as well as cluttered work areas.
- Occasionally positions self to maneuver objects weighing up to 50 pounds as well as be able to use up to 25 pound-force of horizontal pull to operate valves and hydrants.
- Must be able to wear Personnel Protective Equipment (PPE), as required, to perform the essential functions.
- Must be willing to relocate to the Department's Service Territory unless living within a 12-mile radius of the Distribution Center when applying for the position.
- Knowledge of OSHA, IDEM and INDOT regulations pertaining to Distribution operations is necessary. OSHA 30-hour and INDOT Road School completion is desirable.

To apply for this position, please provide a resume and cover letter, along with three references.

Mail to: Michigan City Department of Water Works
Attn: Superintendent
PO Box 888
Michigan City, IN 46361;

Or Hand-Deliver to our office at 532 Franklin Street, Michigan City, IN 46360;

Or E-mail to ap@mcwaterdept.com

The Michigan City Department of Water Works provides one of the best benefits packages. We offer health, dental and vision coverage, as well as life insurance at little cost to the employee. We provide generous vacation and sick leave time, and 14 paid holidays. The Department has a very healthy pension program and also offers opportunity to participate in an optional deferred compensation plan.

The salary for this position will be based on qualifications and is market-based and very competitive. The Department is active with professional associations such as the American Water Works Association. Involvement with AWWA, as well as membership in other appropriate professional associations is encouraged.

The Michigan City Department of Water Works is an at-will, drug-free, equal opportunity employer.