



[KW Resort Utilities Corp](http://www.kwru.com)

**6630 Front Street
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Public Wastewater Utility Maintenance Supervisor- Key West

Supervisor in charge of tracking, planning, scheduling, supervising, and documenting all preventative maintenance on a Public Wastewater Treatment Plant, vacuum station, and entire collection system comprised of a vacuum system and a traditional gravity/force main system. Manage a team of direct reports that include mechanics and maintenance technicians. Consult and oversee outside contractors that are brought in to assist with the utility's capital projects and/upgrades or maintenance activities.

Oversee the overall maintenance and repair of wastewater facilities and assets (trucks, heavy equipment, generators, pumps, compressors, blowers, etc.). Provide daily supervision over the maintenance and support wastewater facility assets including preventative, predictive repairs, rehabilitative work or replacement of wastewater assets. Manage the reliability and maintainability of assets, manage utilities and facilities considering loss elimination, risk management, and life cycle asset management.

Must have experience in water/wastewater industry or equivalent knowledge. Wastewater Plant Operator License a bonus. The position requires a valid Driver's License, on-call duties, and the candidate should be capable of lifting 40 lbs. Candidate shall agree to live within a 20 mile radius from the service area to allow candidate to respond to on call duties in a timely fashion.

Position includes company truck, company phone, paid vacation, paid holidays, health benefits including medical/dental/vision, retirement benefits, paid personal time, company paid golf club membership at Key West Golf Course, salary range (\$60,000 - \$90,000) commensurate with skills and experience.

Key Responsibilities:

- Perform technical, supervisory, and managerial work directing the overall maintenance and repair of the wastewater treatment plant, vacuum station, lift stations, vacuum pits, buffer tanks, etc. Plan, prioritize, assign, supervise, review, and evaluate the work of staff and interface with vendors in the course of maintaining wastewater facilities and infrastructure.
- Ensure activities are closely coordinated with WWTP operations staff, purchasing department, engineering, vendors, and contractors as necessary, to minimize disruption of operations and ensure compliance with all applicable federal and state regulations and permits.
- Manage emergency work and the communication of information throughout the activity.
- Ensure planned maintenance is done efficiently, effectively, and complies with planned maintenance schedule. Assist the Utility VP with development of the schedule to ensure materials, equipment and personnel are available to perform the work. Assist in developing detailed work plans for preventative maintenance, equipment repair, and replacement, and predictive maintenance programs. Make schedule adjustments as necessary and communicate any schedule revisions to the appropriate personnel.

- Oversee the preventive maintenance, equipment repair and replacement, and predictive maintenance work; track and schedule work assignments, ensure equipment downtime is minimized, direct maintenance and repairs as needed to ensure operational integrity and regulatory compliance are maintained.
- Mentor, lead, motivate, develop, and evaluate all direct reports.
- Be a leader and ensure adherence to safe work practices and procedures; provide and/or report concerns to Safety Officer.
- Provide and/or coordinate technical training on equipment and maintenance procedures.
- Evaluate efficiency and effectiveness of equipment periodically with regard to life cycle costs as it relates to new equipment or processes. Provide this information to Utility Management.
- Assist in the review of proposals or purchasing contracts with an eye toward including preventive maintenance or reducing maintenance expense in the operation of equipment and systems, repair of, or replacement of the system or equipment.
- Ensure all service requests are resolved in a proper and complete manner; respond to inquiries in a professional manner, resolve complaints in a timely manner. Follow up phone calls contractors, vendors, and customers when necessary.
- Assist with the requisition of supplies and materials for maintenance activities/projects; assist in preparation of specifications for service, materials, and equipment purchases.
- Provide information to administrative staff as necessary.
- Recommend and assist in the implementation of company goals and objectives; implement and reinforce the policies and procedures of the Utility.
- Participate and assist with the preparation and administration of the budget; assist with project planning; submit budget recommendations and capital improvement recommendations; monitor expenditures and elevate concerns to upper management if necessary.

Please apply at [hiring@kwru.com](mailto: hiring@kwru.com).