

Las Gallinas Valley Sanitary District



is searching for a

Plant Manager I/II



The Position

Located in beautiful Northern California, between the cities of San Rafael and Novato, the Las Gallinas Valley Sanitary District has a rare career opportunity for the position of Plant Manager (PM).

The ideal candidate for the PM-I will possess an associate degree in a technical discipline or a high school diploma with ten years of wastewater treatment operator experience. He or she must have a valid State of California State Water Resources



Control Board Grade III Wastewater Treatment Operator Certificate along with a minimum of four years of increasingly responsible experience in wastewater treatment plant operations and maintenance, with some supervisory experience. At the PM-II level, the successful candidate must possess an associate degree in a technical discipline or a high school diploma with twelve years of wastewater treatment experience. He or she will have a valid State of California State Water Resources Control Board Grade IV Wastewater Treatment Operator Certificate along with a minimum of six years of increasingly responsible experience in wastewater treatment plant operations and maintenance, with two years of supervisor experience.

Under the direction of the General Manager, the Plant Manager supervises the treatment plant, pump stations, reclamation and lab operations as well as maintenance of these areas. The ideal candidate will create and organize solid documentation. He or she will act or assist in acting in capacity of the District representative for CIP projects. Experience with preparing budgets and monitoring expenditures is also helpful. Strong organizational, communication and leadership skills are important, and sharing a passion and awareness for protecting the public health and improving our environment for people and wildlife will be considered carefully.

The District

We understand and embrace our Mission to protect public health by effectively handling the sanitation needs of the community and our role in protecting the environment. Discharging directly to the San Pablo Bay presents significant and obvious challenges to do our job correctly. The District has a strong commitment to the environment in all we do, as demonstrated in our solar generation project, various recycling efforts, multi-faceted reclamation project and freshwater marsh and irrigated pastures. The District has received recognition and many awards for environmental and educational programs. We are known for being innovative, proactive and successful at what we do. Our approach is to combine effective Pollution Prevention and Educational Programs and state-of-the-art technologies with a strong and positive relationship with our community.

We are a team dedicated to keeping our world a cleaner and safer place to live. The successful candidate will play a key role in impacting District policy and its future. In support of our dedication to protecting public health, continuing our progressive approach to innovative technologies and environmental education, we seek a Plant Manager who thrives on and can contribute to this efficiently run but challenging work environment.

General Information

Founded In: 1955

Location of Service Area: San Rafael, California

NUMBER OF FULL TIME EMPLOYEES: 16

NUMBER OF CUSTOMERS SERVED: 32,000

Residential 90%
Commercial 10%

COLLECTION SYSTEM:

Sewer Gravity Pipelines: 105 Miles
Sewage Pumping Stations: 28

PLANT/TREATMENT:

Treatment capacity 2.92 MGD



The Compensation

The Plant Manager I/II salary will be dependent on qualifications, background and successful experience.

The monthly salary range is \$7,194.34 - \$9,787.00. The very competitive benefits package includes:

- **Health Insurance** — The District participates in PERS/Medical, which offers a wide range of health provider selections. The District pays the premium up to the Kaiser Family Rate.
- **Dental Insurance** — The District provides a self-insured program for employees and eligible dependents, and pays dental expenses up to \$2,000 per year per person.
- **Vision Insurance** — The District provides a comprehensive program for employees and eligible dependents, and pays for up to 50% of the premium.
- **Long Term Disability** — The District provides LTD.
- **Retirement** — The District provides 2.7% at age 55 in the Public Employee Retirement System (PERS); fully vested after 5 years of service; the District will pay half of the employee portion (4%); Retiree Medical benefits are also provided per PERS contract.
- **Vacation** — Employees receive 10 vacation days per year for the first 3 years, 15 days from years 4 to 10, 18 days from years 11 to 15, 20 days for years 16+, and a one-time 5-day vacation bonus after 20 years.
- **Social Security** — The District participates in the Social Security System and matches the employee's contribution.
- **Holidays** — Employees receive 9 holidays, plus 2 floating holidays per year.
- **Personal Days**— Employees receive 2 days per year, plus an additional personal leave time is earned when there has not been any lost time accidents.
- **Sick Leave** — Employees receive 12 days of annual sick leave.
- **Life Insurance** — The District provides fully paid term life insurance in the amount of \$50,000.
- **Certification Pay**—Dual Certification plus 5% in salary, Triple Certification plus another 5% in salary.
- **District provided vehicle**
- **Deferred Compensation** — A 457 Plan is available.
- **Administrative Leave** — District provides 80 hours per year administrative leave.
- **EPMC** – PERS retirement enhancement



The Recruitment Schedule

Filing Date.....	November 30, 2009
Preliminary Interviews	December 1-4, 2009
Recommendation of Finalists	December 7-8, 2009
Finalists Selection Process	December 15-16, 2009

Dates have been confirmed. It is recommended that you plan your calendar accordingly.

The Recruitment Process

To apply for this outstanding career opportunity, please send your resume, three professional and three personal references and cover letter electronically (in one electronic file) to:

*BHI Management Consulting, Attn: Lynda
Email information and questions to: lynda_bhi@mindspring.com*

Direct submittals to the District will be disregarded. Pre-employment requirements include passing a background check, physical and drug screen.

Please do not hesitate to call Lynda at (209) 835-3772 with any questions regarding this position or process.

