



Katherine Zygmunt
Director of Human Resources

City of Meriden, Connecticut

Human Resources

142 East Main Street, City Hall

Meriden, CT 06450-5605

Telephone (203) 630-4037 • Fax (203) 630-5882

www.meridenct.gov

June 10, 2026

VACANCY ANNOUNCEMENT PROMOTION/TRANSFER

VACANCY:

Manager – Water
Full Time – 40 hours per week

SALARY:

37J - \$56.74 - \$67.57 Effective 7/1/2026)

NATURE OF WORK:

This is highly responsible water treatment facilities supervisory work involving the supervision of a multiple municipal water treatment plants, water pumping station, watershed property and municipal water distribution system.

Work involves responsibility for insuring an effective, efficient and safe municipal water treatment system. Duties include organizing, coordinating, supervising and overseeing employees engaged in the operation and maintenance of equipment in potable water treatment facility, evaluating and analyzing plant operations, recommending new or improved practices, techniques or equipment modifications, maintaining the facilities inventory of materials and parts, budget preparation and control and the preparation of required reports. This position also has the responsibility for making difficult technical decisions involving plant operations. The work requires that the employee have thorough knowledge, skill and ability in all phases of water treatment plant and distribution system operations and maintenance.

QUALIFICATIONS:

Bachelor of Science in civil or environmental engineering plus ten (10) years of progressively responsible experience in municipal water operations including at least two (2) years at a supervisory level; or any equivalent combination of education, training and experiences which provides the requisite knowledge, skills and abilities for this job. A Connecticut Professional Engineers License is desirable. Water Treatment/Distribution Certifications Required are desirable. Must have a valid CT driver's license.

Six years of experience in the operation of a Class IV water treatment plant, including two years in a supervisory capacity in no less than a Class IV facility, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.



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SPECIAL REQUIRMENTS: Must have Class IV Water Treatment License and a Class III distribution license issued by CT DPH.

HOW TO APPLY: Email applications to humanresources@meridenct.gov. Applications for promotion/transfer are available in the Human Resources Department. Office hours are Monday through Friday, 8:00 A.M. to 5:00 P.M.

LAST DATE TO APPLY: June 16, 2026

E.O.E.

Manager - Water

General Description:

This is highly responsible water treatment facilities supervisory work involving the supervision of a multiple municipal water treatment plants, water pumping station, watershed property and municipal water distribution system.

Work involves responsibility for insuring an effective, efficient and safe municipal water treatment system. Duties include organizing, coordinating, supervising and overseeing employees engaged in the operation and maintenance of equipment in potable water treatment facility, evaluating and analyzing plant operations, recommending new or improved practices, techniques or equipment modifications, maintaining the facilities, inventory of materials and parts, budget preparation and control and the preparation of required reports. This position also has the responsibility for making difficult technical decisions involving plant operations. The work requires that the employee have thorough knowledge, skill and ability in all phases of water treatment plant and distribution system operations and maintenance.

Supervision Received:

Reports to the Director of Public Utilities.

Examples of Duties:

Plans and directs work objectives and activities of a medium size work unit. Maintains operations on a continuous basis, remains on call 24-hours a day.

Interprets daily readings and laboratory analyses. Decides process changes, addition or deletion of equipment and determines process control parameters.

Counsels employees and supervises training, administers union contract language, oral and written warnings and suspensions, recommends higher level discipline, interviews job candidates and recommends selection, conducts employee performance evaluations and assures safe work practices.

Drafts bid specifications for the purchase of equipment, supplies and services.

Coordinates activities with other departments, including emergency services required by the weather. Maintains liaison with various local, state and federal agencies involved in monitoring and controlling Water Treatment activities.

Oversees operation of lab testing and reporting including the water quality monitoring report.

Recommends policy regarding water treatment. Initiates ideas/concepts for new or additional technological improvements. Prepares annual report and interim or special reports as required. Prepares state and federal reports.

Prepares annual budget and controls the expenditures of fund allocations within budgeted amounts.

Responds to citizen complaints or concerns regarding water treatment plant and distribution operations, issues or policies; investigates and resolves complaints.

Performs related work as required.

Knowledge, Skills and Abilities:

Considerable knowledge of engineering principles and practices that relate to the operation of a municipal water treatment and distribution system.

Thorough knowledge of the principles, technology and practices of operating and maintain a Class IV Water Treatment Plant, its pumping stations, and also operating and maintaining a Class III Water Distribution system.

Thorough knowledge of local, state and federal requirements regarding the operation of a water treatment plant and distribution system.

Considerable knowledge of public administration principles and practices as applied to water treatment plant and distribution system.

Thorough ability to direct and supervise a medium size work group over multiple divisions engaged in water treatment and distribution system operations and plant maintenance.

Considerable ability in oral and written communication.

Considerable ability to establish and maintain effective working relationships with superiors, associates, subordinates, officials of other agencies and the general public.

Qualifications:

Bachelor of Science in Civil or Environmental Engineering plus ten (10) years of progressively responsible experience in municipal water operations including at least two (2) years at a supervisory level; or any equivalent combination of education, training and experiences which provides the requisite knowledge, skills and abilities for this job. A Connecticut Professional Engineers License is desirable. Water Treatment/Distribution Certifications Required are desirable. Must have a valid CT driver's license.

Six years of experience in the operation of a Class IV water treatment plant, including two years in a supervisory capacity in no less than a Class IV facility, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

Special Requirements:

Must have Class IV Water Treatment License and a Class III distribution license issued by CT DPH.