



Deputy Director, Utility Services (Infrastructure Maintenance)

Laurel, Maryland

Vacancy # 18-0061

Salary Range: \$112,054 - \$171,056

Job Description:

The Washington Suburban Sanitary Commission (WSSC) is one of the largest water and resource recovery utilities in the nation. Headquartered in Laurel, Maryland, WSSC serves residential and commercial customers in Prince George's and Montgomery counties in suburban Washington, DC.

The Deputy Director, Utility Services serves as principal assistant to the Director, Utility Services. Responsibilities include **planning, directing, coordinating and supervising the repair and maintenance of water distribution and wastewater collection systems assets and meter operations**. The Deputy Director focuses on optimizing operations, creating efficiencies and creating consistent effective maintenance programs and processes.

Key Responsibilities:

- Assists Director, Utility Services in the operations, repair and maintenance of the infrastructure to deliver potable water and collection of wastewater
- Plans programs and implements complete maintenance repair and construction processes
- Coordinates maintenance and construction work with Division Managers and provides technical assistance
- Performs administrative duties for Division; assists Director with the daily management of the Division's operating budgets, personnel, equipment, and facilities; assists with CIP budget requests; prepares specifications for major expenditures for construction equipment and materials, operating equipment and fleet vehicles; prepares technical operational reports
- Analyzes data from various data sources such as water system compliance testing, maintenance and repair work orders, and data from other appropriate databases;

determines trends, identifies issues, and recommends any needed changes to system operations or systems

- Supervises employees including selecting or recommending selection, training, assigning and evaluating work, counseling, disciplining, and/or termination or recommending termination
- Answers technical questions and advises the public and other governmental agencies on policy, maintenance and construction costs
- Coordinates Division's preventative maintenance and repair program
- Responds to complaints or requests for information from customers

Qualifications:

- **Bachelor's degree in Civil, Mechanical, Electrical, Sanitary or Environmental Engineering, Business Administration or related discipline**
- **10+ years' experience in the operations and maintenance of large-scale utility infrastructure**
- **4+ years in water and wastewater utility systems maintenance and rehabilitation at the level of department head, division head, or senior manager in a large utility maintenance organization**
- Comprehensive knowledge of the principles, practices, and field application techniques used in the maintenance of water distribution and wastewater collection
- Comprehensive knowledge of the principles and practices of maintenance management systems
- Comprehensive knowledge of municipal public works planning and administration
- Demonstrated ability to plan, direct and coordinate complex maintenance and maintenance management projects and programs
- Strong analytical, planning, and project management skills
- Thorough knowledge of business administration as applied to the maintenance of water and wastewater facilities
- Ability to perform as a leader/coach in the development of staff and actively supervise personnel engaged in utility maintenance and repair operations
- Knowledge of meter operations and maintenance technology
- Ability to effectively present ideas and reports both verbally and in writing
- Ability to establish and maintain effective working relationships with public and private officials, employees and the general public

Preferences:

- Registered as a Professional Engineer (PE) in the State of Maryland

- Master's degree in an engineering discipline
- Possession of a proven track record in leading an organization through business process and culture change efforts to maintain and enhance the organization's competitive position
- Advanced training or coursework in life cycle cost analysis and asset management

To learn more about WSSC and to apply for this position (vacancy # 18-00610), please visit <https://wsscwater.peopleadmin.com/>. EOE M/V/D