Meridian Service Metropolitan District
Job Description

Job Title: Water & Wastewater Superintendent - ORC
Reports To: General Manager
FLSA Status: Exempt
ACA Status (PT or FT): FT
Salary Range: $105,000- $115,000

Summary: The Water & Wastewater Superintendent is responsible for overseeing the District's water and wastewater operations including administration, water supply, treatment, distribution; wastewater collection, conveyance, treatment; and regulatory compliance.

Duties and Responsibilities

- Serves as certified operator in responsible charge (ORC) of water supply, treatment, and distribution operations; and of wastewater collection and conveyance (District has no wastewater treatment facilities) in accordance with the State of Colorado Department of Public Health and Environment Regulations.
- Supervises the operations and inspection of new construction of District water and wastewater facilities.
- Plans, assigns, and directs day-today operations for the Water & Wastewater department
- Inspects new construction and repairs of existing water and wastewater facilities and pipelines to assure compliance with standards and design specifications.
- Coordinates the procurement of supplies, equipment, and contractors to achieve the objectives of the Water & Wastewater division, including chemicals, testing supplies and equipment, capital items such as vehicles and equipment, and construction and maintenance contractors of many kinds.
- Ensures that activities and reporting required by regulatory agencies are completed accurately and on time.
- Establishes a regular inspection & maintenance program that results in low numbers of breakdowns or outages and reports those outcomes to the General Manager on a regular basis.
- Implements effective safety training and incident management program in partnership with District administrative staff and the District's property & liability and workers' compensation provider.
- Responds promptly to emergencies, including but not limited to water main breaks and contamination events.
- Makes budget-related recommendations to the General Manager, including those relating to staffing, capital investments, and operational expenses, and monitors conformance to the budget as adopted by the Board of Directors.
- Engages with residents on water/wastewater issues, especially during outages or service concerns.
- Other duties as assigned.

Supervisory Responsibilities

- Has direct reports
- Responsible for the overall management and evaluation of water and wastewater operations staff.
- Carries out management and supervisory responsibilities in accordance with the organization's

policies and applicable laws.

Education/Experience

- High school diploma or general education degree (GED).
- At least six (6) years related experience and/or training; or equivalent combination of education and experience.

Certificates and Licenses

- Colorado water distribution operator certification, Level 2 required
- Colorado water treatment operator certification, level C required
- Colorado wastewater collection system operator certification, level 2 or above required
- Valid Driver's License

Equipment

- Must be able to use the following equipment:
    - Lift stations with primary wastewater treatment
    - Pumps
    - Electrical motors
    - Light equipment like back hoes and skid loaders
    - ATVs with plows
    - Commercial service trucks including sewer vacuum trucks and utility trucks with cranes
    - Valves – manual and actuated
    - Combination Trucks

Required Skills and Abilities

- Must have a working knowledge of SCADA software.
- Ability to analyze and process SCADA data.
- Maintains an innovative and diplomatic managerial approach to problem-solving and team building
- Understands a wide variety of environmental issues, programs, and regulations.
- Understands Colorado Water & Wastewater laws and regulations.
- Ability to lead and direct effectively in a positive and friendly manner with direct reports, coworkers, and the public.
- Organizational skills.
- Business analysis skills
- Risk analysis skills

Physical Demands

- While performing the duties of this job, the employee is regularly required to sit, use hands, reach with hands and arms, walk on even and uneven surfaces, climb stairs

- Must be able to see, talk and hear effectively
- Must be able to lift 50 lbs.

Work Environment

- Work locations include indoor and outdoor environments.
- Frequent exposure to wet or humid conditions, fumes or airborne particles, toxic or caustic chemicals.
- Occasional exposure to high places and risk of electrical shock.
- Generally higher than normal noise level.

Equal Opportunity

Meridian Service Metropolitan District is an equal opportunity employer and is committed to fostering an inclusive and diverse workplace. We do not discriminate based on race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other protected characteristic as outlined by federal, state, or local laws. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. We encourage individuals from all backgrounds to apply and join our team.

Why Join Our Team? | Benefits & Perks

At Meridian Service Metropolitan District, we value our employees and are proud to offer a competitive benefits package designed to support your health, well-being, and future.
Our benefits for eligible full-time employees include:

- **100% employer-paid medical and dental insurance** for employees
- **75% employer contribution** toward dependent medical and dental coverage
- Vision insurance options
- **401(a) Retirement Plan** with a 6.2% employer match
- **Optional 457(b) Deferred Compensation Plan** with an additional 3% employer match
- $20,000 employer-paid basic life insurance
- Employer-paid short-term disability insurance
- Paid vacation leave, starting at 80 hours annually, with increased accrual based on years of service
- Paid sick leave
- Paid holidays, plus two floating holidays annually
- Employee Assistance Program (EAP)
- Training and professional development opportunities

Join a Team That Makes a Difference!
At Meridian Service Metropolitan District, you'll have the opportunity to contribute to essential water and wastewater services that support our growing community. We're looking for dedicated professionals who take pride in their work, value teamwork, and are committed to providing reliable service to our residents.

How to Apply

Interested in joining our team? We'd love to hear from you!

To apply for the Water & Wastewater Superintendent position, please visit www.meridianservice.org to complete our online employment application and submit your resume and cover letter.

Application Deadline: January 4, 2027

Applications will be reviewed as they are received, and qualified candidates may be contacted for interviews throughout the posting period. **The position may be filled prior to the application deadline**, so interested candidates are encouraged to apply early.

We look forward to hearing from you!

Benefits are subject to eligibility requirements, applicable plan documents, and District policies.