



## Upper Occoquan Service Authority

### Human Resources Department

14631 Compton Road • Centreville, VA 20121

Tel. | (703) 830-2200 • Fax | (703) 266-0682 • Email | [good.jobs@uosa.org](mailto:good.jobs@uosa.org)

## **ASSISTANT SHIFT MANAGER (EVENINGS)**

Treatment Process Division

(Internal ID: 5111)

Grade 10

\$71,300 - \$114,100\*

*\*Starting salary will be between minimum and midpoint in the range.*

**Close:** Open Until Filled

### **ABOUT THE ORGANIZATION:**

The Upper Occoquan Service Authority (UOSA) is a regional water reclamation plant serving four jurisdictions (Fairfax County, Prince William County, City of Manassas and City of Manassas Park).

### **RESPONSIBILITIES:**

The **Assistant Shift Manager** monitors and exercises general supervision over Treatment Process liquids operations activities and performs related planning, coordination and training as required to ensure continuous operations of the plant. He/she supervises employees in operation of primary, conventional, physical and chemical AWT process; assigns and reviews work and takes necessary actions to ensure employee safety, meet flow throughput demands, minimizes costs and to satisfy regulatory requirements. General supervision is exercised over the work of Treatment Process Operators of various grades (Trainee, Process, Plant and Senior Operators). The incumbent is responsible for the efficient, continuous operation of all sections of the treatment plant's liquid process train and ensures VPDES permit compliance on days when the shift manager is not present.

This position works under the general supervision of the Shift Manager and/or Director or Deputy Director of Treatment Process.

The incumbent must have comprehensive knowledge of modern principles and practices of the operation of all sections of treatment plant operations; good knowledge of treatment plant safety principles and practices; demonstrated ability to motivate, train, plan and supervise the work of Treatment Plant Operators. The incumbent must be skilled in troubleshooting plant operations and implement corrective actions. He/she must be able to perform Operator duties in each section. Must have the ability to use word processing and spreadsheet applications, the ability to evaluate operations data and prepare reports.

### **REQUIREMENTS:**

- Completion of high school or a GED program. Considerable successful experience as an advanced level Operator and completion of two (2) years of college and/or equivalent job-related experience; or any equivalent combination of education, experience and training which provides the required knowledge, skills and abilities.
- Possession of or ability to obtain at an allowable rate, a Virginia Wastewater Works Class I Operators License.
- Possession of a vehicle operator's license valid in the Commonwealth of Virginia.
- Must be able to perform the physical requirements of position, to include extensive walking, bending, stooping, climbing of stairs and ladders, lifting and/or carrying of up to 75 pounds.



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*The vacancy notice does not imply that these are the only duties, including essential duties, to be performed in the position. Please request a full job description from the HR Department via email at [good.jobs@uosa.org](mailto:good.jobs@uosa.org).*

**All employment offers are contingent upon the successful completion of a pre-employment drug and alcohol screening, physical exam, and background check paid for by UOSA.**

In order to be fully considered for the position, all applicants must submit a complete online application along with an updated resume via the UOSA website: [Uosa.org/Careers](http://Uosa.org/Careers) > **Candidate Profile**.

Once logged into your profile, click on **Find Jobs** in the upper left-hand corner of the screen, followed by **Search for Jobs**. Review the vacancy and apply for the position.