

\*Applicants must apply at:

<https://clermontauditor.munisselfservice.com/employmentopportunities/default.aspx>

The Clermont County Board of Commissioners is currently seeking qualified candidates to serve as the County's Director of Utilities and Sanitary Engineer.

This position offers a great benefits package including, but not limited to:

- County Provided Vehicle
- Paid Holidays - 11 days per year
- Paid Sick Leave - 15 days per year with unlimited carryover of unused days
- Paid Vacation – up to 5 weeks with 15 years of service
- Paid Personal Leave – up to 3 days per year
- Health, Dental and Vision Insurance (single to family plan options to fit your needs)
- Life Insurance - \$25,000 at no cost to employee; option to purchase supplemental coverage for self and spouse/child(ren)
- Long-term Disability – at no cost to employee
- Employee Assistance Program (EAP)
- Ohio Public Employee Retirement System - Employees contribute 10% of salary and employer contributes 14%. (Employees do not pay federal social security tax from income; all contributions go directly towards OPERS.)
- Supplemental Deferred Compensation Plans – employees may contribute to tax-deferred supplemental retirement accounts.
- Student Loan Forgiveness – Public service employees may be eligible for student loan forgiveness through the Public Service Loan Forgiveness (PSLF) Program

Salary: Negotiable contingent upon qualifications/experience (Minimum \$119,184.00)

Type: Full-Time / Unclassified

FLSA Status: Exempt

Core Hours: Monday - Friday 8:00 AM - 4:30 PM; subject to recall - evenings/weekends possible during emergencies

Posting Period: Open until filled (First review of applicants May 20, 2025)

#### MINIMUM QUALIFICATIONS:

Must be a Registered Professional Engineer and serve as the County Sanitary Engineer, pursuant to 6117.01 of the Ohio Revised Code for duties associated with Sanitary Facilities. Ten years of experience managing people and budgets. Knowledge of water system and sanitary sewer operations, fiscal management, contract management, public relations, applicable laws and regulations concerning operations of the Water Resources Department. Demonstrated working knowledge of water resource management including capital planning and environmental protection. Ability to read and understand engineering drawings, specifications, and related technical material. Ability to communicate effectively, conduct meetings, and prepare presentations. Must have strong problem solving skills and ability to handle routine and sensitive contracts with state and federal officials and representatives of national organizations. Must have and maintain a valid driver's license.

-or education, training, and/or experience in an amount equal to the Minimum Qualifications stated above.

## JOB DUTIES:

Under the general guidance of the County Administrator or Assistant County Administrator, plans, directs and supervises the overall operations of the Clermont County Water Resources Department and the Office of Environmental Quality in order to enforce Sections 6117 and 6103 of the Ohio Revised Code and other applicable statutes and regulations.

Performs variety of public relations activities (e.g. meets with elected officials, engineers, developers and/or contractors to finalize agreements on Water Resources Department developments); serves on policy making and quasi-judicial bodies; acts as liaison with other state and federal agencies, legislators, organizations and the general public; responds to correspondence; and prepares and delivers speeches to promote activities.

Prepares and submits operational budget and is responsible for fiscal integrity of department; determines eligibility of county projects for federal, state, and local funding. Determines course of action, prepares and oversees preparation of necessary reports and supervises assigned administrative personnel (i.e. trains, assigns and reviews work load, prepares employee performance evaluations, authorizes leave time and daily travel logs, initiates disciplinary action, etc.).

Conducts research projects and field office studies to improve systems, facilities and procedures.

Works alone or with other persons in short- or long-term team projects to resolve problems or conflicts in any area of operations or to complete assigned projects at the direction of Administration when assigned. Participates in cross-training and maintains proficiency in area of cross-training as necessary. New and other related duties as assigned. Works aggressively to reduce or eliminate safety/risk concerns in current position or work location.

## ADDITIONAL INFORMATION:

Applicants must meet the minimum qualification requirements stated above. Military education and experience may be substituted for college and vocational certificate level course work on a case-by-case basis based on the American Council on Education (ACE) Military Guide recommendations. For consideration please include a military transcript and/or Form DD214 with your application. Conditions and procedures for selection will be consistent with Clermont County Personnel Policy and/or Collective Bargaining Agreements, if applicable. Also, certain classifications, because of the nature of the work, require pre-placement and/or periodic physical examinations which may include drug/alcohol screening tests.

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