



IS SEEKING QUALIFIED
CANDIDATES FOR THE
POSITION OF

FACILITIES MAINTENANCE SUPERVISOR (Wastewater Treatment Plant)



ANNUAL SALARY:
\$60,156 to \$73,116

FINAL FILING DATE:
Monday, March 29, 2010

APPLY IMMEDIATELY

Lompoc (Santa Barbara County), California / Website:
www.cityoflomdoc.com

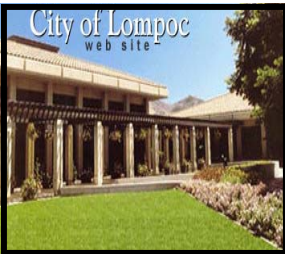
Lompoc Community

Lompoc is nestled at the foot of the Santa Ynez Mountains in Santa Barbara County, 155 miles north of Los Angeles, 55 miles north of Santa Barbara, and 270 miles south of San Francisco. Scenic Highway 1 passes directly through Lompoc providing easy access to Highway 101 and neighboring metropolitan areas. Lompoc boasts smog free air and a temperate climate for its residents and visitors. The Valley floor is carpeted with some of the richest soil in the world which supports the cultivation of vegetables and over a dozen varieties of flowers grown for seed. Early Lompoc was essentially agricultural, but the community's economic and labor base has grown and diversified. Tourism plays a significant role in Lompoc's economy with domestic and international visitors taking in La Purisima State Historical Park Mission, Surf Beach, the flower fields and Lompoc's world renown murals. The "City of Arts and Flowers" is also the gateway to the celebrated Santa Rita Hills wine appellation, famous for exceptional pinot noir and chardonnay. Lompoc is internationally recognized for its affectionately termed "Wine Ghetto", which produces boutique wines. Thirty wine labels are currently produced in eleven wineries in the City.



Lompoc is a family oriented community with excellent schools and recreational programs. Only nine miles from the Pacific Ocean, Lompoc is one of the most reasonable housing markets among coastal cities. Lompoc's residents have chosen to locate in the community for a variety of reasons, including its small town atmosphere, low crime rate, peace and quiet, and excellent community services for children and family.

City Government



The City of Lompoc is a General Law city with a council/manager form of government. The five member City Council consists of the Mayor and four members elected from the City at large. The City Council appoints a City Administrator to be the Chief Executive Officer of the City government. They also appoint the City Attorney, and commissions, boards and committees, adopt the budget, enact legislation and generally establish the basic policy for the City. The City has a staff of approximately 370 full-time employees. The principal departments within the City's organization include: Human Resources, Management Services, Public Works, Parks and Recreation, Utility, Police and Fire Departments.

Lompoc owns an Electrical Utility Company with distribution of electrical power within the community, along with a wastewater treatment plant, water treatment plant, and landfill, including refuse collection. The City also owns electrical generation through a Joint Powers Agreement and is a charter member of the Northern California Power Agency. The City management team, working with the City Administrator, have a key role in the adoption of the General Fund Budget. Fundamental to the budget are the City Department/Division program performance goals and objectives which determine service levels.

The Position — Facilities Maintenance Supervisor

Under direction of the Wastewater Superintendent, the Facilities Maintenance Supervisor is a first line supervisor responsible for planning and scheduling the work of crews involved in the repair and maintenance of a complex wastewater treatment plant; and performs other related work as required.



The Department

The Wastewater Division operates and maintains 110 miles of sanitary sewer collection infrastructure and a regional wastewater reclamation facility with an average dry weather flow of capacity of 5.5 MGD. In addition to treating wastewater from the City of Lompoc, the regional wastewater reclamation plant also treats flow from Vandenberg Community Services District and Vandenberg Air Force Base. The Division has 29 professionals employed to operate and maintain the collection system and treatment facility, to sample and analyze treatment performance, to permit and manage industrial discharges and to administer the activities of the Division. Construction of a \$80,000,000 treatment plant upgrade project was completed and the City celebrated the dedication of the Upgrade Project on November 17, 2009. The Division's current annual budget is \$6,500,000.



The Ideal Candidate

- **Should possess:** adept supervisory skills; "hands on" technical skills; exceptional organizational and communication skills; proactive team building skills; exemplary customer service skills; productive problem-solving skills; the ability to think laterally across many dimensions; and the ability to be adaptable.
- **Will be required to:** obtain and maintain necessary certifications; lead and oversee crew activities and shift priorities as necessary; work cooperatively and collaboratively with all Division employees; encourage and foster good morale; demonstrate recognition of employees and value diverse opinions; be quality results oriented; be accountable for own and team performance; anticipate needs and initiate solutions; and demonstrate consistency, sound judgment and integrity.

Minimum Qualifications

- **Requires:** Four (4) years of journey-level skilled experience in electrical, mechanical, building maintenance, or construction work; experience must be in mechanical technology or other field closely related to water or wastewater plant mechanical maintenance AND one year supervisory experience and/or coursework in supervision. Supervisory training to include: personnel management, fiscal and budget cost management, resources management, safety training and general training techniques. Possession of California Water Environment Association Plant Maintenance (PM) Mechanical Technologist Grade II Certification or PM Electrical/Instrumentation (E/I) Technologist Grade II Certification is desirable; required to obtain appropriate certification within probationary period. Possession of Grade III Mechanical Technologist Certification is highly desirable. Must obtain Grade IV Mechanical Technologist Certification within three testing periods of first eligibility.
- **Knowledge of:** General principals of supervision, training, and progressive discipline; equipment, materials, tools, methods and procedures used in the maintenance and repair of electrical, mechanical and electronic equipment; knowledge of fundamental principles of electrical theory; knowledge of hydraulics, pumps and efficiency curves; knowledge of fundamental principals of instrumentation, including SCADA; operation aspects of the plan or facilities similar to those to which the position is assigned; California Electrical Safety Orders and other pertinent California Safety Orders; record keeping; shop math applicable to facilities maintenance; proper methods, materials, tools and equipment used in facilities maintenance; basic computer operations (including software such as outlook, excel, or database work lists); and appropriate safety precautions and procedures.
- **Ability To:** Plan, organize, schedule, direct, train and supervise a maintenance crew comprised of journey-level technicians who specialize in trades, such as electric, instrumentation, mechanics, grounds maintenance, and corrosion control; read and interpret blueprints, electrical and electronic circuit diagrams and to instruct employees in interpretation; establish and maintain safe working practices and conditions; read, write and perform mathematical calculations at the level required for successful job performance; evaluate and diagnose needed facility maintenance, repairs, overhauls, or modifications; direct the use of heavy construction equipment; climb in high placed and enter confined areas; perform skilled facility maintenance work; maintain computerized and manual records; plan, schedule and supervise the work of others; operate a vehicle observing legal and defensive driving practices; understand and carry out oral and written instructions; maintain budget goals and accounts payable/receivable transactions; conduct periodic general and safety meetings; utilize City electronic communication devices on a 24-hour/day basis; and establish and maintain effective relationships with those contacted in the course of work.

Compensation

- Annual Salary:
\$60,156 to \$73,116 and Value of Employer Paid Member Contribution (EPMC) of 8% reportable as final compensation. [The City has implemented 13 unpaid furlough days \(104 work hours\) for FY 09-11. The first fiscal year's required furlough hours will be prorated based on date of hire.](#)
- Retirement:
Membership in the California Public Employees' Retirement System (PERS), 2.7% at age 55 retirement formula.
- Medical and Dental Insurance: The City offers a choice of a Blue Shield HMO and two preferred-provider health plans. Vision hardware plan and dental plan are also provided. The City pays a substantial portion of the premium for employees and their dependents. Employees are eligible for enrollment at time of hire, effective the first day of the month following the date of hire.
- Life Insurance:
The City provides life insurance equivalent to one year's annual salary for management staff. The premium is paid entirely by the City. Employees are eligible for enrollment after the first day following six months' continuous employment. Additional coverage for employee is available at group rates.
- Long Term Disability Insurance:
The City provides coverage for the employee after three months of disability. The City pays the entire premium. Eligibility for enrollment is effective the first day following six months' continuous employment.
- Deferred Compensation Plan:
The City encourages and supports employee enrollment in either ICMA or CalPERS 457 deferred compensation plan.
- Vacation:
Eighteen (18) days each year, increasing to 28 days after 15 years. (Includes 8 days per year of management leave)
- Holidays:
Twelve (12) days per year.
- Sick Leave:
Twelve (12) days per year, with unlimited accrual.
- Flexible Spending Account:
Tax deferred employee contributions that can be applied to specified expenses (for example, child care, dependent orthodontic work, and medical insurance premiums).
- Employee Assistant Program:
Includes personal/family counseling, legal and financial advice.

Selection Process

Candidate must complete a City employment application and submit a résumé detailing experience and training; include copies of any professional certificates. All completed application packets and résumés will be reviewed. Based on the information provided, the best qualified applicants will be invited for further examination. The examination process will consist of, but not be limited to, a formal panel interview. Top candidates may be invited for follow-up hiring interview.

The candidate chosen for the position will be subject to a pre-employment Medical Examination and background investigation.

To receive an application for this exceptional career opportunity with the City of Lompoc, please contact:

CITY OF LOMPOC
Human Resources Department
100 CIVIC CENTER PLAZA
LOMPOC, CALIFORNIA 93438
TEL: (805) 875-8208
FAX: (805) 875-8308
WEBSITE: www.cityoflompop.com

Filing Deadline: APPLY IMMEDIATELY

**Accepting Applications Until
Monday, March 29, 2010**



The information herein does not either constitute an expressed or implied contract. These provisions are subject to change.