



Job Opportunity



The City of Mansfield, Ohio, Director of Human Resources, announces the opening of the following full-time unclassified position in the **Wastewater Treatment Division of Public Works**:

Plant Manager – Wastewater Treatment

Posting Date: January 9, 2026

Deadline Date: January 15, 2026

Location: Wastewater Treatment Plant (385 South Illinois Avenue)

Ordinance #25-211

Annual Salary: \$90,000- \$110,000

Minimum Qualifications:

- Valid Ohio Driver's License
- High School graduate with at least five (5) years of experience in Wastewater Plant operations, preferably in a supervisory position.
- Must possess a current Ohio EPA Class IV Water Reclamation Operator Certification.
*Will consider a current OEPA Class III Water Reclamation Operator Certification with the ability to obtain a Class IV within 2 years of hire, pending OEPA approval.

Position Summary:

The City of Mansfield is seeking a qualified and motivated Plant Manager who, under administrative direction, directs the Wastewater Treatment division of the Public Works department. The Plant Manager exercises direct authority over all Wastewater Treatment Plant personnel, operation and maintenance of the City's 12 Million Gallons per Day (MGD) Wastewater Treatment Plant and 17 lift stations.

This position plays a critical role in protecting the public health and environment. The Plant Manager is responsible for maintaining the plant in good working order and ensuring compliance with the City's National Pollutant Discharge Elimination System (NPDES) permit and all local, state and federal regulation standards.

Essential Duties and Responsibilities:

- Directs Wastewater Treatment division staff in accordance with city policy and procedures. Carries out employee discipline in accordance with city policy as necessary.
 - Assists in development of departmental policies, goals and objectives. Effectively communicates and implements to division staff.
 - Prepares and collects data to forecast budgetary needs and assists in preparing and revising budget requests.
 - Monitors and controls expenditures. Creates purchase order requests.
 - Orders supplies & equipment, processes invoices for payment.
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- Prepares schedules and submits payroll
 - Recommends specifications for major equipment and material purchases.
 - Stays current with applicable federal, state, and local regulations related to wastewater treatment.
 - Oversees treatment processes, ensures compliance with NPDES permit, submits all related monthly, quarterly, and annual reports as required.
 - Corresponds with the Ohio EPA, consultants, vendors, and other regulatory agencies in a professional manner.
 - Serves as the Wastewater Treatment Plant OEPA Operator of Record (ORC), maintains ORC logbook, ensures minimum staffing requirements are met and submits monthly report as required.
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Preferred Qualifications:

- Completion of undergraduate core program in Environmental Science, Biology, Chemistry, Public Administration or closely related field.
 - 5 years of experience in the operation and maintenance of a wastewater treatment plant; 36 mos. of progressively responsible managerial and supervisory experience or equivalent combination of training and experience
 - Ability to interpret engineering plans, technical specifications, and construction documents.
 - Strong and professional communication skills, both written and verbal.
 - Ability to work well in a team environment, build positive working relationships, and contribute to a respectful, productive workplace.
 - Proficiency with Microsoft Office, experience with SCADA.
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Compensation and Benefits:

- Competitive salary commensurate with experience
 - Health, dental, and vision insurance
 - Paid vacation, holidays, and sick leave
 - Participation in the Ohio Public Employees Retirement System (OPERS)
 - Training and professional development opportunities
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The specific statements shown in this description are not intended to be all-inclusive. They represent typical elements and criteria considered necessary to successfully perform the job.

APPLICATIONS FOR THIS POSITION WILL BE ACCEPTED ON-LINE, EMAIL, OR IN THE HUMAN RESOURCES OFFICE. "WE ARE AN EQUAL OPPORTUNITY EMPLOYER". WE DO NOT DISCRIMINATE BASED ON RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN OR DISABILITY.

