

Plant Manager

The Curwensville Municipal Authority is accepting applications for a Plant Manager at its .8 MGD Wastewater Treatment Plant. Located in Clearfield County serving approximately 1200 customers.

The successful applicant will work with the Board of Directors, Office Manager, Operations Staff, Consulting Engineer, and Solicitor.

Duties will include wastewater treatment of local discharge for local customers from our Intermittent Cycle Extended Aeration Sequential Batch reactor plant (ICEAS SBR).

Send Resume, Cover Letter, and References to Curwensville Municipal Authority,

Attn: Plant Manager Position, 314 South Street Curwensville, PA 16833 or email cmaoffice1of1@gmail.com

Applications will be accepted until May 8, 2026.

We offer an excellent compensation package including competitive salary, health, dental, life and eye coverage, retirement plan and pto.

General Summary __

- Under the general direction of the Authority Board, supervises and disciplines the Operator(s) and Laborer(s) in performance of job duties and responsibilities.
- Updates Operations
- Responsible for compliance with current NPDES permit
- Responds to complaints from Customers, Vendors, or Contractors or directs them to the Board
- Maintains Operations facilities and grounds
- Responds to weather and other emergencies on a 24-hour In case of emergency, to take action necessary to respond appropriately in the situation.

Principal Duties

- Supervise and discipline Operator(s) and Laborer(s) in the performance of work duties and responsibilities; plans, directs and

evaluates operations work schedule and activities, provides on- the job training, and reports problems to the Authority board.

- Prepare monthly, or as requested, reports on operations activities and status of plant
- Assist with preparation of DEP/EPA mandated reports, monthly, quarterly and annual. Participates in the preparation of the annual budget and capital expenditure
- Schedule daily, weekly and monthly work
- Order operations supplies and materials
- Schedule sludge removal as necessary for proper Plant operation
- Monitor and schedule timely responses to PA One call
- Schedule inspection for new tap-ins and lateral replacement/repairs
- Schedule collection of laboratory samples for testing.
- Supervise Pump Station cleaning and maintenance (e.g. run generators, painting, checking flow meters, equipment repair, weed control, driveways, and snow removal).
- Supervise routine maintenance of Wastewater Treatment Plant (e.g. cleaning, painting, repairs, and snow removal).
- Supervise routine maintenance and annual inspection of all plant operations
- Schedule annual service of lab equipment, generators
- Oversee the maintenance and operation of the collection system in compliance with DEP/EPA regulations.
- Attend monthly regular and special meetings of the Authority. Any other work, job, duty or responsibility assigned or directed by the Authority board
- Consult with Authority Board Chairman about operations
- Respond to weather and emergencies on a 24-hour as needed basis
- Manager must live no more than 15 minutes away from the WWTP
- Recommend disciplinary actions of Operators and Laborers to the Authority
- Communicates and coordinates matters with the Office Manager as necessary and appropriate.
- Reports to the Authority
- Seeks advice and counsel from the Authority Engineer as needed

Qualifications

- Possess a high school diploma or equivalent.
- Possess a valid Pennsylvania drivers' license.
- Possess all the required state licenses for the operation of wastewater treatment plants, pump stations and other sewer facilities. Minimum of class C, E subclass 1, 4
- At least five years' experience as a Certified Wastewater Treatment Plant Operator.
- Understanding of EPA/DEP regulations.
- Knowledge of supervisory and safety practices and procedures.
- Ability to prepare and keep accurate records and reports.
- Knowledge of computers and related software applications, e.g. MS Office Suite, GIS.
- Time and project management skills.
- Mechanical and maintenance knowledge preferred.
- Ability to establish a cooperative work atmosphere.
- Ability to walk, crouch, climb ladders and exert 50 to 100 pounds of force occasionally or 25 to 50 pounds frequently.
- Ability to perform manual tasks or operate equipment for extended periods of time in possible adverse weather conditions. Operate snowplow, Skid steer and various power tools.
- Ability to communicate with the Office Manager, Authority Chairman, Authority Board Members, Authority Employees, Public, Customers, Vendors, and Contractors.