



Water Systems Director

Lehi City, Utah





Lehi, Utah's Water Systems Director position offers candidates the opportunity to further their career in a vibrant, dynamic community located in the heart of one of the fastest growing areas in the country.

The Community

Located at the heart of the Wasatch Front, Lehi is just 23 miles south of Salt Lake City and 12 miles north of Provo. Lehi covers a large geographic area, 26.6 square miles, and is only 35 percent built out. As one of the fastest growing cities in the country, the City is currently home to over 50,000 residents, with a population that has grown 150 percent since 2000, and an average of over 50 residential building permits issued each month.

Lehi is a beautiful place to live and work. Utah Lake is located just to the south, with the picturesque Jordan River running through the City on its way to emptying into the Great Salt Lake. Lehi is surrounded by the Wasatch Mountains on the east and the White Mountains and Oquirrh Mountains on the west, providing easy access to many outdoor activities including hiking, mountain biking, fishing, camping, skiing, and hunting.

In addition to its incredible outdoor opportunities, Lehi is also home to Thanksgiving Point, a unique destination providing entertainment options, botanical gardens, and family activities. Lehi is a part of the Salt Lake City and Provo metropolitan areas, providing a close vicinity to high-end cultural activities, professional and collegiate sports, shopping, and restaurants.



Lehi has quickly become one of the premier locations for primary employers in the intermountain west. As part of Utah's "Silicon Slopes," Lehi is home to Adobe, Microsoft, IM Flash, SirsiDynix, Vivint, Xactware, Blender Bottle, Oracle, and several other major companies. The City also has a diverse selection of retailers and restaurants, including Cabela's and the Outlets at Traverse Mountain (home to over 50 high-end retailers).

Despite its rapid growth, Lehi continues to be one of the safest cities in America. Lehi maintains a low crime rate of approximately 17 crimes per 1,000 population and was recently recognized by Neighborhood Scout as 88th on the annual top 100 safest cities list.



At the heart of the Wasatch Front, the City of Lehi and the surrounding area contains a variety of housing types. Lehi is just a short 25 minute drive from downtown Salt Lake City, which provides a dynamic urban setting. There are also multiple rural properties along with large-lot and small-lot single family homes in and around the Lehi area. At its core, Lehi is a suburban community with scores of beautiful, new homes. With multiple public parks, a full-service public recreation center, indoor and outdoor public pools, nine elementary schools, two junior high schools, and one high school (with another currently under construction) Lehi is an ideal place to raise a family.

The Organization

Lehi City has a six-member council form of government, with the elected leadership consisting of a mayor and five council members. The City Council is responsible for policy making and is vested with legislative authority. The Mayor is the chief executive officer of the City.

The Water Systems Director is responsible for directing the operations of the water department including administration, water source development, water distribution, meter reading, and wastewater collection. The City has approximately 380 FTEs, and a total municipal budget of over \$138 million. The City provides a full range of services, including police and fire/EMS, streets and park maintenance, commercial and residential permitting and building inspection, and power. Lehi also provides a wide variety of recreational and cultural programs including a library, senior center, recreation center, aquatics, museum, and a literacy center.

The Position

As a member of the City's senior executive staff, the Water Systems Director directs the operations of the water department including administration, water source development, water distribution, meter reading, and wastewater collection. The director oversees the operations of the departments four divisions (4): culinary water, secondary/pressurized irrigation, wastewater, and storm drains.

The director plans, organizes, and oversees the administration of the Water Systems Department, including all aspects of the culinary water system, secondary/pressurized irrigation water system, and wastewater collection system. These responsibilities include water purification, treatment, irrigation, transmission, and distribution. The director monitors, reviews, and approves the design and work of contractors, to include updating and maintaining standards for all water system projects.

As a senior executive, the director supervises department personnel, implements city and department policies and rules, informs department personnel of new procedures and policy changes, conducts new employee interviews, evaluates employee performance, provides discipline as necessary, organizes and conducts department meetings, prepares work assignments, orients crew foremen to project details, and provides guidance as to project specifications, deadlines, standards, and methods of construction.

The director is responsible for the preparation and administration of the department's budget. This includes preparing projections of department needs related to personnel, equipment, and materials. The director analyzes and projects the growth of the City's water systems and formulates and executes plans for the development of the City's water systems.

The director establishes and maintains documentation, records, maps, and related detail for all underground

systems, including water, wastewater, and drainage systems.

The director reviews monthly and yearly water systems and sends the report to applicable federal and state agencies. The Water Systems Director works closely with the City Engineer and Public Works Director on all new pumps, tanks, and extension of lines and the compilation of reports and data on wells for all monthly, quarterly, and annual reports. The director also represents the City in interactions with the U.S. Environmental Protection Agency and the Utah Department of Environmental Quality.

Qualifications

Qualified candidates must have graduated from an accredited college or university with a bachelor's degree in engineering or a related field and eight (8) years of progressively responsible experience related to the position, including four (4) years of supervisory experience. An equivalent combination of education and experience will be considered.

Additionally, qualified candidates must have thorough knowledge in the following areas:

- Water supply and distribution;
- Wastewater and surface drainage systems;
- Principles of supervision;
- Construction requirements for water distribution and pumping systems;
- Hazards and precautions associated with trench work and water and wastewater line construction;
- State and federal regulations governing installation and maintenance of water and wastewater collection systems;
- Water sampling methods and regulations;
- Budget preparation and fiscal management.

Required knowledge, skills, and abilities include:

- Analyze water/wastewater system(s);



- Make accurate decisions in emergency situations where consequences of error could be hazardous or costly;
- Communicate effectively verbally and in writing;
- Planning, organizing, and evaluating the work of subordinates;
- Enforcement of standards without partiality;
- Establishing and maintaining effective working relationships with the Mayor and City Council, department heads, intergovernmental agencies, employees, and the public.

Compensation

The starting annual salary for this position is \$83,554 to \$121,153, depending on the qualifications of the selected candidate, with the starting range up to \$102,353, dependent on qualifications. The City also provides competitive employee benefits including:

- Payment into the Utah Retirement System (or in a 457 deferred compensation plan, if eligible for exempt status from URS);
- Insurance coverage for employee and dependents, including medical, dental, and vision (City currently pays 100 percent of premiums);
- Employee group life insurance;
- 13 paid holidays;
- Vacation and sick leave;
- 4/10 work week.



How to Apply

Each applicant is required to turn in a Lehi City application, a letter of interest, copies of applicable certifications, and a separate resume to:

Human Resources
153 North 100 East
Lehi, Utah 84043

Required application materials may also be submitted electronically to apply@lehi-ut.gov. Only applications that meet the requirements and qualifications listed above will be considered.

The selection schedule will proceed as follows:

- Application deadline: Thursday, October 1, 2015 (noon)
- Preliminary interviews: Wednesday, October 14, 2015
- Final interviews: Wednesday, October 28, 2015

These dates are confirmed, and it is recommended that applicants plan their calendars accordingly.

A complete list of essential functions and minimum requirements of this position, as well as required application forms, may be obtained from Human Resources by emailing apply@lehi-ut.gov or on the City's website (www.lehi-ut.gov).

The City will provide reasonable accommodations for any applicant during the examination and selection process. Applicants with special needs may call (385) 201-2265. Lehi City is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability.

