



CITY OF SAND POINT – WATER WASTEWATER SUPERVISOR

FIRST REVIEW OF APPLICANTS: March 23, 2021. *Open until filled.*

SALARY: DOE + benefits

Sand Point, also known as Qagan Tayagungin, is a city in the eastern portion of the Aleutian Chain. The 2020 population estimate for Sand Point is nearly 900 permanent residents. The population always swells in the summer as salmon fishing hits full stride. Sand Point is home to the largest fleet of commercial fishing vessels in the Aleutian region, and the city operates two boat harbors, along with the city dock.

Sand Point is located on northwestern Popof Island, off the Alaska Peninsula. It is in the Aleutians East Borough of Alaska, near the entrance to the Bering Sea. Almost half the inhabitants are of Aleut descent and support themselves by fishing and fish processing. There is a cold storage, fish meal, and fish-processing plant owned and operated by Trident Seafoods, and Peter Pan Seafoods has a support facility in the community. Sand Point has an airport with a 5,200 feet paved runway and near daily flights (weather permitting) to Anchorage, 575 nautical miles to the northeast.

To find out more about the City of Sand Point, visit www.sandpointak.com.



The City of Sand Point is seeking applicants for the position of Water & Wastewater Supervisor. Under the direction of the Public Works Director, the Water & Sewer Supervisor assumes full responsibility and authority of the city-owned water and wastewater systems - this includes the planning, coordinating and implementation of all activities of the water and wastewater programs and infrastructure. In addition, this position has primary responsibility for all repair and maintenance needs of the city water and wastewater infrastructure.

Essential Duties and Responsibilities

- Oversees the required testing to ensure safe drinking water for the community.
- Ensures the proper backwash of filters and ensures maintenance of other related equipment in the water and wastewater plant as required.
- Maintains logs, reports and records of the water and wastewater treatment operations.

- Assists and oversees that pipes, lines, pumps, filters, hypochlorinators, meters and other related equipment associated with the operations of the water and wastewater treatment facilities are in accurate operable condition.
- Ensures the submission of required water samples to a test laboratory as required by the Department of Environmental Conservation (DEC).
- Is knowledgeable of and adheres to the Occupational Safety and Health Agency (OSHA) regulations, practices and procedures as they pertain to water and wastewater operations.
- Assist in the public education on water consumption (excessive) and related water and wastewater issues.
- Assist in the development and training of subordinate staff including operator training equipment maintenance, etc.
- Assist with developing departmental plans, goals and objectives.
- Evaluate subordinates performance and administer discipline per City policy.
- Assists the Public Works Department as required.
- Work independently when appropriate and/or required to do so.
- Respond to routine and/or emergency calls for assistance from the Mayor, City Administrator, Public Works Director, citizens and others.
- Establish and maintain cooperative and effective working relationships with other employees, external agencies, and the public.
- Performs other duties as assigned by the Mayor, City Administrator or Public Works Director.

Knowledge, Skills and Qualifications

- High school diploma or equivalent.
- Five years experience in the water and wastewater field with appropriate certifications required by DEC.
- Mathematical ability to perform required testing.
- Knowledge of pumps and meters.
- Valid Alaska Driver's License and good driving record.
- Oral and written communications skills.
- Interpersonal skills using tact, patience and courtesy

Preferred

- First aide and CPR training w/certification

TO APPLY: Provide a cover letter, resume, and city application electronically to sptcity@arctic.net (preferred)

OR, mail materials to

City of Sand Point
 Water/Wastewater Recruitment
 3380 C Street, #205
 Anchorage, Alaska 99503

For further information, please contact Jordan Keeler, Administrator, at (907) 274-7561 or by calling

Sand Point City Hall at (907) 383-2696.



