



OPERATIONS OPTIMIZATION MANAGER



THE COMMUNITY

Central Contra Costa Sanitary District (CCCSD) is highly regarded for its focus on innovation, optimization, fiscal strength, and organizational excellence. For over 70 years, the District has been serving customers in the San Francisco Bay Area's central Contra Costa County region. The service area is located at the foot of Mount Diablo, whose state park and foothills offer hiking trails and open space preserves that are frequently used by neighboring residents.

The cities served by CCCSD are some of the most historic in California. Martinez, where headquarters is located, was a key crossing point over the Carquinez Strait for the Pony Express, and its downtown is notable for its preserved historic buildings. A short distance away, Concord, Walnut Creek, and San Ramon boast revitalized shopping districts, drawing retailers and restaurants from other parts of the state. One of Central San's largest customers, the City of Concord, is working on converting a former Naval Weapons Station into a Community Reuse Project, which will include parks, housing, office, retail, and the restoration of Mt. Diablo Creek. The District is proud to be part of the effort to make the project as sustainable as possible by supplying recycled water for irrigation in this development.

In recent years, the population of the service area has boomed, partially due to its accessibility to San Francisco and the Silicon Valley via public transit. Most of the population of Contra Costa County lies along the busy I-680 corridor that connects the North Bay to the Silicon Valley.

THE DISTRICT

Central Contra Costa Sanitary District is a special district responsible for the collection and treatment of wastewater in the central area of Contra Costa County. CCCSD is governed by a five-member Board of Directors, each elected to a four-year term. The Board employs a General Manager who is the CEO of the organization and leads its 293 budgeted full-time employees. CCCSD is a stable, well-managed, high-performance organization. This stability and professionalism has developed a loyal and dedicated workforce who warmly refer to the organization as "Central San."

CCCSD serves approximately 500,000 residents and over 3,000 businesses in a 145,000 square mile service area, which includes the cities of Alamo, Clayton, Concord, Danville, Lafayette, Moraga, Orinda, Pacheco, Pleasant Hill, Walnut Creek; portions of Martinez and San Ramon; and unincorporated communities within the central County area. CCCSD's collection system includes 1,500 miles of sewer lines and 18 pumping stations. An average of 35.6 million gallons of wastewater per day flows through the collection system to the treatment plant in Martinez.

The District's National Pollutant Discharge Elimination System (NPDES) permit allows CCCSD to treat up to 53.8 million gallons per day. CCCSD has also achieved 100% compliance with its NPDES permit for the past 24



consecutive years and has been awarded the National Association of Clean Water Agencies (NACWA) Platinum Peak Performance Award, a distinction earned by only a handful of wastewater agencies nationwide.

THE POSITION

The span of duties and responsibilities of the new Operations Optimizations Manager position is best described with keeping two major spans of authority in mind. First, the Optimization Manager has broad responsibilities for all Districtwide optimization efforts. This includes business processes in all Departments including optimization processes and project work flow and delivery in the Administration and the Engineering Departments. This broader scope is targeted to advance the overall business and decision support processes to improve District efficiencies and effectiveness in all dimensions of performance.

The second span of authority is focused within the District Operations Department. This effort is focused on the improvement of existing, and the development of new and innovative programs, projects, and training activities that significantly improve operating performance and efficiencies of the District's advanced wastewater treatment plant, wastewater collection system and pumping stations, and the advanced recycled water plant and the water reuse distribution system.

Successful performance of the work requires an extensive background in wastewater treatment plant process planning and design, as well as experience and leadership skill in the overall business side of getting things done smoothly, including motivating, managing, and tuning into, listening, and serving a wide range of stakeholders. These stakeholders include but not limited to other departments, divisions, outside regulatory and resource agencies, as well as the general public.

Other duties include but are not limited to:

- Providing engineering expertise in planning, organizing, directing, and coordinating improvements in operation and maintenance effectiveness



and efficiencies of a large water pollution control facility.

- Overseeing modifications to optimizing the wastewater treatment process; considering the technical advice and recommendations of engineering, laboratory, and other technical staff members.
- Participating in the selection, training, and motivating of assigned personnel.
- Helping to develop, implement, and lead emergency response, in the event of a natural disaster, equipment failure or unusual operating conditions.
- Developing and reviewing staff reports related to plant maintenance activities and services; assisting with reports presented to the Board and other commissions, committees, and boards; performing a variety of public relations and outreach work related to assigned activities.
- Managing and participating in the development and administration of the Department budget; overseeing the budget for the Optimization Division.
- Coordinating assigned services and activities with those of other departments and divisions, and outside agencies and organizations.
- Working closely with the District environmental and Regulatory Compliance Division to stay current with monitoring changes in regulations and technologies that may improve effectiveness and efficiency of operations; and implementing policy projects, and program changes after approval.
- Identifying and reporting findings and takes necessary corrective action.
- Performing other duties as assigned.

THE IDEAL CANDIDATE

CCCSD is seeking a collaborative, innovative, and team-oriented candidate to serve as the new Operations Optimizations Manager. The ideal candidate is a visionary with the excellent ability to understand and creatively allocate resources. A passionate candidate that thinks outside of the box is desired. The new Operations Optimizations Manager has a proven ability to provide solutions and bring diverse groups of people together to consensus. They must have the ability to engage stakeholders across various disciplines and Divisions in order to recommend and successfully implement effective and efficient improvements to various processes in assigned areas of responsibility. They must also deliver and possess a sound foundation in wastewater treatment plant planning, design, and delivery of the latest in operational optimization approaches and technologies.

The successful candidate has knowledge of real-time monitoring and controlling wastewater treatment process through big data analytics and process performance enhancements; development of engineering mass and energy balances, and process optimization models for wastewater; development of "basis of design"



criteria for treatment processes; administrative principles and practices, including goal setting, program development, implementation and evaluation, project management, and supervision of staff, either directly or through subordinate levels of supervision; and principles and practices of budget administration. They must also have understanding of principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures; applicable Federal, State, and local laws, codes, and regulations concerning the operation of the Plant Operations Division including advanced methods of wastewater treatment and industrial waste disposal; and advanced statistical evaluations, monitoring, analyzing, and data analysis methods, and wastewater treatment performance and test validation methods and procedures.

Candidates with the ability to apply engineering principles and techniques in the solution of design, operation, and maintenance problems of substantial technical challenge and difficulty will do well. The new Operations Optimizations Manager should have the ability to recommend and implement goals, objectives, and practices for providing effective and efficient services; plan, organize, schedule, assign, review, and evaluate the work of staff; train staff in work procedures; evaluate and develop improvements in operations, procedures, policies, or methods; interpret, explain, and ensure compliance with District policies and procedures, complex laws, codes, regulations, and ordinances; and effectively represent the department and the District in meetings with governmental agencies, community groups and various businesses, professional, and regulatory organizations and in meetings with individuals.

Qualified candidates possess a Bachelor's degree from an accredited college or university with a major in civil, chemical,



environmental, or mechanical engineering, or a closely related field, and five (5) years of full-time, professional experience in the field of environmental wastewater engineering consulting or managing the operation of a wastewater treatment plant similar to the District's, including two (2) years of supervisory or lead experience. A Master's degree is preferred, especially a Master's in Business Administration. Possession of a valid California Driver's License as well as a California Professional Engineers License is required.

COMPENSATION

The salary range for the Operations Optimizations Manager is \$195,973 to \$238,208. Placement within this range is dependent on experience and qualifications. The District also offers an excellent benefits package including:

Insurance - CCCSD participates in the CalPERS health benefits program and will pay 100 percent of the premium cost, up to the family rate, of the District "core plans," which are Kaiser Permanente and HealthNet SmartCare. Employees who waive District coverage are entitled to a \$400 per month contribution to their Section 401(a) plan. Both vision and dental insurance for the employee and dependents are fully paid by CCCSD.

Retirement - District employees are members of the Contra Costa County Employees' Retirement Association (CCCERA) with CalPERS reciprocity. A retirement benefit is based upon a formula that includes the employee's age, salary, and years of service. The formula for new employees is 2%@ 62 unless reciprocity is established with an eligible retirement system. The formula for new employees with reciprocity is 2%@ 55.

Leaves - The District offers liberal vacation and sick leave benefits, as well as 13 paid holidays per year. Management employees earn 40 hours of administrative leave annually.

Deferred Compensation - The District does not participate in the Social Security System except for a mandatory Medicare contribution. Instead, the District contributes to a 401(a) Money Purchase plan an amount equivalent to the employer portion of contributions to Social Security (currently 6.2%) in addition to salary. The District also offers employees an optional Deferred Compensation 457 plan with a choice of savings and investment options.

Cafeteria Plan - Management employees are allowed \$425 each month toward the selection of additional benefits or can be taken as cash.

Health Reimbursement Account - Management employees make a mandatory 1.5% of base salary pre-tax contribution each pay period to a Health Reimbursement Account (HRA) to be utilized by employees to pay for eligible medical expenses post-employment.

Other Benefits - Other benefits enjoyed by District employees include professional expense reimbursement, employee assistance program, longevity compensation, sick leave incentive program, retiree benefits, credit union privileges through the Contra Costa Federal Credit Union, and a comprehensive wellness program including an on-site gym.

TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

**Filing Deadline:
October 29, 2022**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is determined that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the Central Contra Costa Sanitary District. All candidates will be advised of the status of the recruitment following selection of the Operations Optimizations Manager.

If you have any questions, please do not hesitate to call Ms. Carmen Valdez at:

(916) 784-9080.

