

RED RIVER AUTHORITY OF TEXAS

Job Vacancy Notice

Water System Superintendent

GENERAL DESCRIPTION

Provides responsible administrative, technical, and operational functions to manage a designated geographical area containing one or more independent water treatment, storage, and distribution facilities serving the public. Responsible for the overall operation, maintenance, regulatory compliance, and management of assigned water systems in accordance with Authority policies, governing statutes, and state and federal regulations. Work is performed under general supervision with considerable latitude for independent action and decision. The Water System Superintendent is required to reside within twenty (20) miles of the assigned community and be available to respond to operational needs and emergencies. This is an exempt, salaried position requiring the exercise of independent judgment and discretion in accordance with Authority policies and governing statutes. Works under the supervision of the Eastern Regional Manager.

ASSIGNED DUTIES

- Operates, manages, and maintains all assigned water systems, facilities, equipment, and infrastructure in a safe, efficient, and businesslike manner in accordance with Authority policies, regulatory requirements, and approved operating procedures.
- Responsible for the proper management, support, and coordination of all activities sponsored by the Authority within the assigned service area.
- Provides leadership, direction, and supervision to assigned personnel, including planning, organizing, assigning, and reviewing work activities to ensure operational goals and objectives are achieved.
- Maintains compliance with all applicable TCEQ, EPA, and other state and federal regulations related to public water system operations.
- Ensures proper operation and monitoring of water treatment processes, storage facilities, pumping facilities, distribution systems, and related equipment.
- Responsible for maintaining accurate and timely operational records, regulatory reports, maintenance documentation, work orders, expense vouchers, vehicle use reports, and other required documentation.
- Manages assigned systems within the guidelines of an approved operating budget and in a cost-conscious manner.
- Plans, schedules, and oversees preventive maintenance, corrective maintenance, and repair activities for assigned facilities and equipment.
- Coordinates emergency response activities related to water system failures, outages, equipment issues, weather events, and other operational emergencies.
- Collects and oversees the collection of water samples from designated points throughout the distribution system in accordance with state and federal regulations.
- Maintains a thorough working knowledge of all assigned facilities, communication systems, customer accounts, operating procedures, emergency response plans, and Authority policies.
- Ensures proper inventory control of chemicals, tools, equipment, parts, and supplies necessary for the operation and maintenance of assigned systems.
- Responsible for the safe operation and maintenance of assigned vehicles, equipment, tools, and facilities in accordance with manufacturer specifications, Authority policies, and applicable regulations.
- Reviews and coordinates service requests, work orders, service contracts, and status change orders to ensure proper completion and customer satisfaction.
- Monitors customer accounts and service activities to ensure compliance with Authority policies, prevent unauthorized transactions, and promote effective customer service.
- Promotes positive working relationships and attitudes among employees, customers, contractors, regulatory agencies, and the public while maintaining the integrity and professionalism of the Authority.

- Maintains confidentiality regarding Authority operations, customer information, and other sensitive information.
- Various other duties as may be assigned by the Supervisor either temporarily or permanently.

KNOWLEDGE, SKILLS, AND ABILITIES

- Thorough knowledge of surface water treatment, water distribution systems, pumps, storage facilities, meters, valves, and related utility equipment. Knowledge of applicable TCEQ regulations, Safe Drinking Water Act requirements, safety procedures, and utility operations.
- Ability to supervise, train, and provide direction to assigned personnel. Ability to effectively communicate with employees, customers, contractors, regulatory agencies, and the public.
- Ability to efficiently plan, organize, and manage personal time, routine work assignments, maintenance activities, and assigned projects to accomplish Authority goals.
- Ability to interpret technical manuals, specifications, operating procedures, and regulatory requirements.
- Use of various hand tools, power tools, and operation of commercial vehicles and equipment. The position requires lifting of heavy items up to 60 pounds, walking on rough surfaces, climbing ladders, working outdoors under varying weather conditions, and exposure to chemicals and other utility-related hazards.

EXPERIENCE AND EDUCATION

- High school diploma or GED required.
- Minimum of 5 years of progressively responsible water utility operations experience, including operating and maintaining public surface water systems.
- Valid Texas Driver's License required.
- Requires a valid TCEQ Class B Surface Water License. Preference given to applicants with a TCEQ Class A Water License.

PHYSICAL REQUIREMENTS

- Ability to stand, walk, climb ladders, bend, kneel, and work on uneven or rough terrain.
- Ability to lift, carry, and maneuver tools and materials weighing up to approximately 60 pounds.
- Ability to wear required personal protective equipment and safely perform assigned duties.

WORKING CONDITIONS

- Work is performed indoors and outdoors in varying weather conditions.
- Exposure to noise, traffic, chemicals, confined spaces, and other hazards typical of utility operations.
- Position may be designated as essential personnel during emergencies or severe weather events.

GENERAL INFORMATION:

Opening Date:	July 24, 2026	Position:	Water Systems Superintendent
Closing Date:	Until Filled	Monthly Salary:	Based on qualifications
Work Location:	Pottsboro, TX	GS Code:	Based on qualifications
Excellent Benefits Package Available			

To apply for this position, please submit a completed State of Texas Application to info@rra.texas.gov, fax to (940) 723-8531, or mail to P.O. Box 240, Wichita Falls, TX 76307. Applications can also be delivered to 3000 Hammon Road, Wichita Falls, Texas 76310. Additional information on the Red River Authority of Texas can be found at www.rra.texas.gov.