

# RED RIVER AUTHORITY OF TEXAS

## Job Vacancy Notice

### Western Regional Manager

#### GENERAL DESCRIPTION

Performs responsible administrative, supervisory, and technical work overseeing Utility Division operations within an assigned region. This position provides leadership and direction to supervisory, technical, and operational staff to ensure safe, efficient, and compliant operation of water and wastewater systems and related facilities. The Regional Manager is responsible for personnel supervision, regulatory compliance, operational coordination, safety oversight, and interagency coordination within the assigned region. Work is performed under the general supervision of the Assistant General Manager with considerable latitude for independent judgment and decision-making within established Authority policies, Bylaws, and statutes. The Regional Manager is required to reside within the assigned geographical area, as centrally located to the principal demand center.

#### ASSIGNED DUTIES

- Plans, assigns, supervises, and reviews the work of supervisory, technical, and operational personnel within the assigned region, including Area Supervisors, Maintenance Supervisors, Utility Operators, and other assigned staff.
- Provides policy interpretation, instruction, and administrative direction to Utility Division personnel and serves as a primary point of contact for the public and external agencies within the region.
- Oversees the operation, monitoring, maintenance, and regulatory compliance of water and wastewater treatment, transmission, distribution, and collection facilities within the assigned region.
- Ensures compliance with all applicable federal, state, and local regulations, Authority policies, and the General Specifications Manual.
- Evaluates and grades the performance of assigned personnel in accordance with the Administrative Policy and Procedure Manual; provides written evaluations to the Assistant General Manager.
- Coordinates staffing, scheduling, and on-call coverage to ensure operational continuity within the region.
- Oversees and coordinates contracted operational and maintenance work to ensure compliance with Authority standards and policies.
- Coordinates and oversees monitoring, sampling, reporting, and documentation activities to ensure compliance with state and federal regulatory requirements.
- Reviews the nature of customer complaints and service issues within the region and directs investigations and responses to ensure satisfactory resolution within Authority policy.
- Represents the Authority at meetings and serves as liaison with customers, governmental entities, contractors, consultants, and professional organizations.
- Develops and implements contingency and emergency response plans related to routine operations and emergency repairs within the region.
- Ensures compliance with all safety regulations and promotes a strong culture of safety across the Utility Division.
- Schedules, supports, and participates in continuing education and certification programs for assigned personnel.
- Prepares summarized activity reports detailing operations, travel, time, expenses, and recommendations for submission to the Assistant General Manager.
- Promotes positive working relationships and professional conduct among staff and with the public while maintaining the Authority's integrity and confidentiality.
- Performs various other duties as may be assigned, either temporary or permanent.

## KNOWLEDGE, SKILLS, AND ABILITIES

- Thorough knowledge of water and wastewater utility operations, regulatory requirements, and maintenance practices.
- Ability to plan, organize, supervise, and evaluate work across multiple functional areas and staff classifications.
- Ability to interpret and apply Authority policies, procedures, contracts, and regulatory standards.
- Strong leadership, analytical, and decision-making skills.
- Effective verbal and written communication skills and ability to represent the Authority professionally.
- Proficiency in the use of computers and standard office software.
- Ability to work under all weather conditions with occasional exposure to water treatment chemicals and operational hazards.
- Ability to perform physical activities as required, including lifting up to approximately 60 pounds and working on uneven terrain.

## EXPERIENCE AND EDUCATION

- High school diploma or GED required; additional technical or college coursework preferred.
- Valid Texas Driver's License required.
- Preferred minimum of five (5) years of progressively responsible experience in water and wastewater utility operations, including supervisory or management experience.
- Possess a TCEQ-issued Class C Water/Wastewater Operator License sufficient for the systems assigned is preferred.

## 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:

<b>Opening Date:</b>	<b>April 6, 2026</b>	<b>Position:</b>	<b>Western Regional Manager</b>
<b>Closing Date:</b>	<b>Until Filled</b>	<b>Monthly Salary:</b>	<b>Based on qualifications</b>
<b>Work Location:</b>	<b>Authority Facilities, TX Area</b>	<b>GS Code:</b>	<b>Based on qualifications</b>
<b>Excellent Benefits Package Available</b>			

To apply for this position, please submit a completed State of Texas Application to [info@rra.texas.gov](mailto: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](http://www.rra.texas.gov).