



ASSISTANT GENERAL MANAGER

Breezy Hill Water & Sewer Co., Inc. (BHWS), a non-profit utility serving the Graniteville Area of southwestern Aiken County, SC, is seeking an individual to work under the general administrative direction of the General Manager and act as the Assistant General Manager for its water and sewer operations. BHWS, founded in 1968, is governed by an elected 5-member Board of Directors and now serves some 7,709 water customers and some 2,219 sewer customers. The work of the Assistant General Manager will involve planning, developing, and implementing operations and related programs to maintain and expand services in accordance with the needs of BHWS' assigned service area. The individual selected for the position must exercise initiative and independent judgement to help ensure that water supply, storage, and distribution as well as sewer collection and conveyance are conducted safely and in accordance with state and federal regulations. It is essential that the selected individual exercise tact and courtesy while dealing with staff, public officials, developers, engineers, contractors, and the general public. Occasional after-hour and weekend support may be required, as well as attendance at out-of-town conventions.

Additional Job Functions

- Utilize knowledge of operating principles and practices of water and sewer systems.
- Provide leadership, direction, and daily oversight of subordinate technical staff.
- Routinely monitor and become familiar with federal, state and local regulations regarding operation and maintenance of the water and sewer systems.
- Demonstrate understanding of occupational hazards and promote compliance with safety precautions associated with water and sewer operations.
- Review and monitor monthly cost accounting, revenue, and expenditure reports.
- Monitor and pursue project funding opportunities.
- Represent BHWS in meetings with regulatory agencies, economic development officials, developers, and engineers.

Minimum Education Training, Experience & Licensure

- **Education/Training:** A Bachelor's degree from an accredited college or university with major course work in business or public administration, engineering, chemistry, or a related field; or any equivalent combination of training and experience which provides the required skills, knowledge, and abilities. The individual must possess oral and written communication skills.
- **Experience:** Five years of increasingly responsible management experience in a position with significant financial and operational responsibilities over a similar water and/or sewer utility; or
Five years of increasingly responsible experience in water and sewer administration, including two years of management and administrative responsibilities.
- **Licensure:** Possession of Water Treatment or Distribution and/or Wastewater Collection Licensure or willingness and ability to become licensed is required. Possession of an appropriate, valid driver's license is required.

BHWS prides itself on its excellent reputation for the provision of quality water and sewer service, and seeks to continuously improve operations, decrease turnaround times, and streamline work processes. After more than 50 years of great service, BHWS still continues to grow! This means that its staff enjoys job security and annual pay increases. BHWS also offers great pay, excellent benefits, and opportunities to advance. BHWS values the many talents and abilities of its staff and seeks to foster an open, cooperative, and dynamic environment where employees and BHWS alike can thrive.

Interested and qualified candidates are invited to complete an application and may submit a resume along with the application to Mr. Jeffery C. Lowe, Sr., General Manager, BHWS.

PO Box 66, Graniteville, SC 29829 or by e-mail to info@bhws.org.

Position remains open until filled.