

# WATER RESEARCH PROJECT MANAGER

Job Code	Pay Grade
17566	P1

## Nature of Work

This position identifies emerging areas of research applicable to water and wastewater treatment and water quality in environmental and distribution systems; plans, coordinates and implements water research projects with engineering consults and research teams at Universities, the CDC, and the EPA, to increase knowledge of water quality; conducts research studies and analysis. The incumbent develops a variety of reports, including articles for scientific publication, and recommendations based on research findings which have significant implications on Utilities operations and costs. The incumbent represents Pinellas County Utilities in scientific forums and with research partners and must demonstrate a high level of initiative, effort and commitment to ensure water quality objectives are met. Work is carried out with a high degree of independence and accountability and is evaluated on the basis of overall results.

## Minimum Qualification Requirements

- 8 years of increasingly responsible experience in water quality research, water and wastewater treatment process development and related environmental analysis, with at least 5 years of experience in research study design and implementation of research projects; or
- Master's degree from an accredited college or university in Microbiology (Epidemiology and/or Genetics), Chemistry (Biochemistry), Biology or Environmental Engineering with an emphasis in environmental analysis or a closely related program of study; or
- An equivalent combination of education, training and/or experience.

## Appointing Authority May Also Require

- Florida Driver's License or Commercial Driver's license and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency and/or disaster situations
- Other highly desirable knowledge, skills abilities and credentials relevant to position.

## Illustrative Tasks (These are examples and are not all inclusive).

- Interacts with water industry and water research professionals and academics to identify promising areas of for research inquiry.
- Evaluates and makes recommendations on the technological relevance and potential benefits of proposed research projects.
- Collaborates with research teams and/or engineering consultants to plan, coordinate and implement water research projects including preparation of project budget.
- Develops effective working relationships with water research teams, Project Managers in research funding organizations, as well as in-house employees at all levels.
- Compiles, reviews, analyzes, and interprets data.
- Prepares and presents complex technical reports, articles and seminars for State, National, and International Conferences.
- Acts as a technical resource for department management and staff.
- Authors or assists research teams with authoring technical reports and peer reviewed scientific journal articles.
- Participates on Project Advisory Committees (PAC) and Technical Advisory Committees (TAC) reviewing project periodic and final reports with water related State and National organizations.
- Performs beta testing of new products, laboratory equipment, or methods for improving water analysis.
- Performs related work as assigned or required.

## Knowledge, Skills and Abilities

- Knowledge of advanced research theory and principles applicable to the use of complex chemical, bacteriological and physical processes in the treatment and testing of water.

## WATER RESEARCH PROJECT MANAGER (continued)

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**Knowledge, Skills and Abilities (continued)**

- Knowledge of theories and practices of organic and inorganic chemistry as applied to the treatment and testing of water and wastewater.
- Knowledge of local, state and federal laws and regulations pertaining to the production and treatment of potable and wastewater, including the Safe Drinking Water Act, the Clean Water Act and relevant EPA and Public Health regulations.
- Knowledge of laboratory analysis procedures.
- Knowledge of trends and developments in water treatment science, technologies, and operations.
- Knowledge of project management principles, practices and procedures.
- Knowledge of safe work practices and safety equipment related to work, particularly with regard to chemical handling and exposure.
- Ability to balance multiple projects and commitments to meet critical deadlines.
- Ability to present ideas and recommendations clearly and persuasively to diverse technical and non-technical audiences, including state and national seminars and conferences.
- Ability to prepare clear, concise, comprehensive and accurate reports and other written materials on complex issues.
- Ability to establish and maintain highly effective working relationships with fellow employees, research teams, regulators, consultants, industry representatives, officials and the general public.
- Ability to operate, maintain and calibrate laboratory and field equipment and instructs subordinates in their use.
- Ability to carry on independent research in the chemistry, biology and bacteriology of potable water supplies and wastewater treatment and disposal processes.
- Ability to operate a personal computer and other automated systems to enter and retrieve information, monitor work performed and to communicate information. (Must be proficient in the use of MS Office applications (MS Project, Word, PowerPoint, Excel, Outlook and other applicable computer programs).
- Ability to exercise independent judgment and initiative, and availability to work flexible hours.

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1/15	Professionals	Exempt