



IVGID Job Announcement

IVGID is currently accepting applications for a **Water Quality and Protection Manager**. This is a full time, year round, salaried (exempt) position with the Public Works team.

Compensation: \$4,697 - \$6,576/biweekly salary / \$122,117 – \$170,976 annual DOE
(min. to max. of range listed)

Benefits: Medical, Dental, Vision, Prescription insurance
Short-Term/Long-Term Disability insurance
Deferred Comp (457b) and Pension (401a) Retirement Plans
Section 125 Flexible Spending Plans
Vacation & Sick Leave
Twelve paid holidays
Recreation & Food Discount privileges

How to Apply: Create a profile, submit online application (with resume) at www.yourtahoeplace.com/jobs
In-person drop-off application (with resume) to Human Resources at 893 Southwood Blvd, Incline Village, NV 89451. Regular Hours: M-TH, 8am – 5pm or FRI, 8am – 4pm (PST).
jobs@ivgid.org 775-832-1100

Deadline to Apply: Open Until Filled
We are an Equal Opportunity Employer

Date Posted: 06/18/26

SUMMARY

Under the direction of the Utilities Superintendent the Water Quality and Protection Manager oversees drinking water process and quality, wastewater treatment plant processes, and regulatory compliance to protect public health and the District's water and wastewater resources. This position provides guidance for water and wastewater treatment operations, monitoring and reporting programs, and the implementation of efficient, cost-effective treatment processes. The Manager supervises water quality and protection/laboratory staff, coordinates with regulatory agencies, addresses compliance risks and exceedances, and supports source water protection and capital improvement planning.

ESSENTIAL DUTIES AND RESPONSIBILITIES, not necessarily in order of priority, include the following. Assigned job tasks/duties are not limited to the essential functions.

1. Provides leadership and works with staff to ensure excellent customer service to customers and business partners. Maintains positive relationships with regulatory officials overseeing IVGID treatment and disinfection operations.
2. Prepares and reviews detailed analytical reports on operations and maintenance activities and resulting performance outcomes. Analyzes maintenance and treatment trends, evaluates operational effectiveness, and assesses energy and chemical usage. Manages water quality, maintenance, and treatment process data. Uses data to drive continuous improvement of operational methods, procedures, equipment performance, and process control upgrades. Provides technical analysis and recommendations to the Water/Wastewater Supervisor and Utilities Superintendent to support process control optimization and operational efficiency at both the Water Disinfection Plant and the Water Resource Recovery Facility.
3. Hires, trains, and oversees the certified water and wastewater laboratory and source water protection staff; determines work procedures, prepares schedules, and provides technical and functional supervision.

4. Oversees the maintenance of laboratory operation manuals, and reporting and trending of the plant's performance. Responsible for maintaining the State of Nevada laboratory certification and associated tasks.
5. Oversees or performs, as needed, water and wastewater lab and in-situ analyses for the District's water and wastewater systems including the wastewater treatment plant, wetlands facility, freshwater intake, water disinfection facility, pump stations, customer service taps and new water mains. Oversees the lab, and ensures other operators perform correct analyses when they are assisting in lab functions on a limited basis.
6. Prepares and submits appropriate regulatory reports for compliance with Federal and State operating permits; serves as a liaison to regulators; researches, interprets, and applies regulatory parameters; develops and implements regulatory compliance strategies.
7. Assists Utilities Superintendent in the development and control of annual operating budgets and capital improvements projects for laboratory, water quality testing, and monitoring equipment. Oversees the development and control of the Source Water Protection Program (Tahoe Waters Supplier Association) annual operating budget.
8. Maintains positive team relationships with operations and maintenance personnel. Assures correct utilization and data entry to the computerized management maintenance system for optimum operation and maintenance of the treatment facilities.
9. Inputs and/or monitors employee time & pay records using an automated system, ensuring records are complete and accurate each pay period.
10. Recommends, implements and follows safety procedures and guidelines.

SUPERVISORY RESPONSIBILITIES

Supervises work activities of water/wastewater lab, source water protection employees, and in the absence of the Water/Wastewater Supervisor oversees work of other operators. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS

To perform this job successfully, an individual must be qualified to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Bachelor of Science degree (B. S.) in Chemistry, Biology, Environmental Sciences or related field, and three years related experience, including three years in a lead or supervisory role; or equivalent combination of education and experience.

COMPREHENSION/COMMUNICATION SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to respond to inquiries or complaints from customers, regulatory agencies or members of the public. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information in one-on-one and small group situations to customers and other employees. Effective communication skills required to participate in peer evaluations and feedback processes used in all aspects of this work environment (i.e., staff meetings, training, evaluations, disciplinary actions, etc.) The duties and responsibilities of this position necessitate the use of a cellular phone for District business reasons.

MATHEMATICAL SKILLS

Ability to apply advanced mathematical concepts such as exponents and logarithms. Ability to apply mathematical operations to tasks such as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to exercise individual judgement and take prompt and decisive action when urgent situations arise.

CERTIFICATES, LICENSES, REGISTRATIONS

Possess a valid Driver's License. Possess or obtain Grade III Water Treatment certification from the Nevada Division of Environmental Protection (NDEP), and a Grade III Wastewater Treatment certification from the Nevada Water Environmental Association (NWEA) within three years of employment. It is the employee's responsibility to maintain all required certifications and licenses and to report any changes to the supervisor.

OTHER SKILLS OR ABILITIES

Ability to work in a self-directed work environment as an essential team member. Must be self-motivated and show a high level of initiative. Exceptional organizational, scheduling, problem solving and customer service skills, attention to detail, ability to complete work with a high level of accuracy, and a thorough knowledge of lab equipment and methods. Proficient computer skills in Excel, Word, Access and/or other data management software is needed to perform analysis, trending and reporting relative to process control and plant supervision. Ability to deal courteously and efficiently with the public and employees; ability to develop and maintain effective working relationships with a broad range of individuals and groups.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. In compliance with applicable disability laws, reasonable accommodation may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodation with the employer.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell. The employee frequently is required to sit. The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, outside weather conditions, and explosives. The employee is frequently exposed to high, precarious places. The employee is occasionally required to work in confined space and is occasionally exposed to wet and/or humid conditions, risk of electrical shock vibration and radiation from the sun. May be exposed to blood-borne pathogens. The noise level in the work environment is usually loud.