

# Job Advertisement

## General Manager

### The Opportunity

As General Manager, you will plan, direct, coordinate, and actively participate in all District operations. You'll lead a small, dedicated team; own regulatory compliance; manage finances and audits; oversee contractors and capital projects; and partner with the Board of Directors to deliver on SCSD's mission and 5-year plan.

### Key Responsibilities

- **Leadership & Operations:** Manage all employees and oversee day-to-day operations across SCSD; implement Board policies and directives; evaluate staff performance; serve as appointing and terminating authority.
- **Regulatory Compliance:** Maintain Chief Operator certifications for Water Treatment (Grade 3) and Water Distribution (Grade 2); ensure compliance with SWRCB; review daily treatment plant readings and distribution-system test results.
- **Finance & Administration:** Secure water supply contracts; process CALPERS contributions; reconcile accounts and billing software; record revenues per GAAP; prepare annual budget; support audits.
- **Projects, Contractors & Governance:** Supervise construction and emergency repairs; manage contractors and consultants; review and approve subdivision applications; attend monthly Board meetings and prepare reports.
- **Planning, Maintenance & Community:** Maintain preventative maintenance program and a 5-year plan; lead efficiency initiatives; write and secure grants; maintain District website; perform other duties as needed.

### Minimum Qualifications

- Valid Class C Driver's License.
- No felony conviction.
- SWRCB Grade 3 Water Treatment Certificate (Chief Operator).

- SWRCB Grade 2 Water Distribution Certificate (Chief Operator).
- 5+ years of field and management/leadership experience desirable.

## Traits That Help You Succeed

- Proven team leadership and accountability.
- Deep understanding of water treatment/distribution operations and compliance.
- Financial acumen (budgeting, reconciliations, audits, GAAP).
- Strong vendor/contractor management and project oversight.
- Clear, confident communication with the Board, regulators, staff, and public.
- Strategic mindset with hands-on execution.

## Compensation & Benefits

The salary ranges from \$105,000 to \$125,000, based on experience. Benefits include medical, dental, and vision coverage, retirement through CALPERS, paid time off, and professional development.

## How to Apply

Please submit your resume and a brief cover letter outlining your relevant experience and certifications to [contact@shastacs.org](mailto:contact@shastacs.org) with the subject line: General Manager – SCSD. The application deadline is February 19, 2026.

## Equal Opportunity Employer

Shasta Community Services District is an equal opportunity employer.