



## Wastewater Laboratory Manager

**Location:** Whitestown

**Reports To:** Wastewater Treatment Plant Superintendent

**Full/Part Time:** Full Time

**Regular/Temporary:** Regular

**Wage (Hourly/Salary):** DNE \$31/hour.

### **PURPOSE:**

The Wastewater Laboratory Manager is responsible for overseeing the operations of the municipality's wastewater laboratory, ensuring accurate analysis, and testing of wastewater samples in compliance with local, state, and federal environmental regulations. This position plays a key role in maintaining water quality standards, ensuring the municipality meets regulatory requirements, and supporting the effective treatment of wastewater to protect public health and the environment. Reasonable accommodation may be made to enable individuals with disabilities to perform the job responsibilities.

### **RESPONSIBILITIES:**

- Oversee the day-to-day operations of the wastewater laboratory, ensuring all tests and analyses are conducted in compliance with regulatory standards and municipal policies.
- Develop and implement laboratory procedures, quality control protocols, and safety standards to ensure accurate and reliable testing results.
- Perform or oversee the analysis of wastewater samples, including biological, chemical, and physical tests such as BOD, COD, pH, turbidity, and others.
- Ensure proper calibration, maintenance, and operation of laboratory equipment, instruments, and tools.
- Review and interpret laboratory results, preparing detailed reports and summaries for management, regulatory agencies, and other stakeholders.
- Monitor and ensure compliance with local, state, and federal environmental regulations, including EPA and OSHA standards.
- Maintain accurate and organized records of all laboratory tests, analysis, and results, ensuring compliance with reporting and documentation requirements.
- Collaborate with other departments, such as wastewater treatment, engineering, and maintenance, to ensure alignment of laboratory operations with treatment plant needs.
- Assist in the development of the laboratory budget, including procurement of supplies, chemicals, and equipment.

## **Wastewater Laboratory Manager – Continued**

- Provide technical assistance and expertise to the wastewater treatment plant staff in the interpretation of laboratory results and troubleshooting of operational issues.
- Ensure proper handling, storage, and disposal of hazardous materials and chemicals in accordance with safety guidelines and regulations.
- Participate in the review and implementation of new laboratory technologies, methodologies, and equipment.
- Perform other duties as assigned to support the goals and operations of the wastewater treatment plant and municipality.

### **QUALIFICATIONS & SKILLS:**

- Valid driver's license.
- Must possess or be able to obtain certification in wastewater treatment or laboratory management as required by state regulations.
- Knowledge of wastewater treatment processes, laboratory testing methods, and regulatory standards related to wastewater management.
- Strong understanding of environmental regulations, including EPA, OSHA, and local water quality standards.
- Proven leadership skills with the ability to manage and motivate a team of laboratory technicians.
- Proficiency in the use of laboratory equipment, instruments, and testing methodologies.
- Strong analytical and critical thinking skills, with the ability to interpret complex data and provide recommendations.
- Excellent written and verbal communication skills, including the ability to prepare detailed reports and present findings to stakeholders.
- Ability to work independently and collaboratively in a demanding environment.
- Strong organizational skills with attention to detail and accuracy.
- Knowledge of laboratory safety protocols and hazardous material handling.

### **EDUCATION & EXPERIENCE REQUIREMENTS:**

- Minimum of 5 years of experience in a laboratory setting, with at least 3 years in wastewater analysis or environmental testing.
- At least 2 years of supervisory or management experience in a laboratory environment.
- Alternative experience will be considered.

The Town of Whitestown offers competitive salaries and benefits, including health insurance, retirement plans, and professional development opportunities. If you are a motivated and experienced professional looking to make a positive impact on your community, we encourage you to apply for the Wastewater Laboratory Manager position.

To apply, please email your cover letter and resume to  
Angie Veatch, at [aveatch@whitestown.in.gov](mailto:aveatch@whitestown.in.gov)