



Clear Career Professionals



**ASSISTANT DIRECTOR OF WATER
UTILITIES – TREATMENT OPERATIONS**
City of Weatherford, Texas



THE COMMUNITY

Weatherford, Texas is a strong community of 38,000 citizens located approximately 30 miles west of Fort Worth and approximately 60 miles west of Dallas. This safe, family-focused city with a high quality of life and a healthy economy is quickly becoming one of the premier places to live in the North Texas area. The City's small-town feel and convenient access to big city amenities make it one of the most livable communities in the area.

Weatherford was founded in 1858 and values its historic traditions while strategically planning for its future. Its rich historical heritage combined with modern-day growth have made Weatherford one of the fastest-growing cities in Texas. The City takes pride in its strong sense of place and fosters a collaborative environment that will create a future that honors and preserves its heritage, while encouraging continued sustainable growth.

The City provides a wide array of family-friendly recreational, cultural, and entertainment opportunities. For outdoor enthusiasts, Weatherford offers a mountain bike trail, disc golf, an all-inclusive park for kids, a lake, access to over nineteen parks, and a hike and bike trail system that is over five miles long. Amazing outdoor concerts and popular annual events, including its unsurpassed Fourth of July celebration and parades, provide entertainment for all ages.

Weatherford has a commitment and pride in its strong community philosophy and recognizes the importance of working with citizens and local partners such as the college, businesses, and realtors and homeowners' associations on economic development projects. With an Extra Territorial Jurisdiction (ETJ) of 180 square miles, the City is expanding in many areas and is expected to reach a population of 160,000 by 2070.

The downtown area is currently experiencing various renovations and provides additional entertainment opportunities for the community. Visitors to Weatherford enjoy the City's many unique treasures, including a historic shopping district full of antique, boutique, and specialty stores, as well as quality restaurants. The City-owned and operated Chandor Gardens provides a place for residents and visitors to escape the hectic pace of modern society. The old-time Farmers' Market, First Monday Trade Days, and a bounty of Victorian-era homes draw visitors from throughout the region to the City.

Weatherford ISD provides an exceptional education experience for the City's students. There are a variety of youth sports and programs to meet the needs of all its students. For those seeking higher education, Weatherford College provides superior opportunities in a convenient location.



OUR MISSION

Build A Strong Community



OUR VISION

Weatherford is a family focused community known for valuing historic traditions while planning for the future. It is a safe and livable city with a healthy economy that recognizes the importance of working with citizens and local partners.

OUR VALUES

People Service Innovation Integrity Fiscal Responsibility

GOVERNANCE & ORGANIZATION

Weatherford operates under the council-manager form of government. The City Council consists of four members and a Mayor. The Mayor and Council Members are elected at-large by place and serve staggered three-year terms.

City administration is responsible for coordinating and overseeing the efficiency of all departments, under the direction of the City Council, and for implementing the policies, procedures, and programs established by the Council.





WATER UTILITIES OVERVIEW

The Water Utilities Department ensures that Weatherford residents and businesses have access to safe, reliable drinking water and effective wastewater treatment. Through careful planning, treatment operations, system monitoring, regulatory compliance, and infrastructure maintenance, the department protects public health, supports community growth, and safeguards the environment every day.

By focusing on resilience, innovation, and long-term system planning, Water Utilities plays an essential role in enhancing quality of life, sustaining future development, and maintaining Weatherford's reputation as a well-managed and forward-thinking community.

The Water Utilities Department is structured into several key divisions, each contributing to system reliability and customer service excellence: Administration, Water Treatment, Wastewater Treatment, Maintenance, Rehabilitation/Construction, and Engineering.

Administration: Oversees all departmental administrative functions, including financial tracking, customer service, and crew dispatching. This division ensures smooth operations and responsive communication between the department and the community.

Water Treatment: Ensures the City's drinking water supply remains safe, clean, and dependable by operating the Water Purification Plant and pumping facilities in accordance with state and federal standards.

Wastewater Treatment: Protects public health and the environment through the treatment of wastewater and responsible discharge practices, managing the City's wastewater treatment facilities and lift stations.

Maintenance: Maintains the operation of both the water distribution and wastewater collection systems, performs repairs, responds to emergencies, and ensures system integrity for customers throughout Weatherford.

Rehabilitation: Manages replacement and expansion of utility infrastructure, implementing capital improvement projects that prepare the system for future capacity needs.

Engineering: Provides professional engineering expertise to support infrastructure planning, design, construction, and compliance — ensuring that Water Utilities assets are built to the highest standards. (Note: The Engineering Division is within the Public Works Department.)



IDEAL CANDIDATE

The City of Weatherford’s Assistant Director of Water Utilities - Treatment Operations should be a collaborative, mission-driven leader with a strong technical understanding of water and wastewater treatment operations. This individual will be committed to protecting public health, maintaining regulatory excellence, and ensuring efficient and reliable service for a growing community.

The Assistant Director must possess traits that are essential to success:

Leads with confidence, empathy, and accountability, inspiring teams across both water and wastewater treatment facilities while fostering a culture of safety, teamwork, and continuous improvement.

Brings advanced technical expertise in treatment process management, regulatory compliance, SCADA systems, and capital project delivery — with the ability to turn complex engineering concepts into practical operational strategies.

Communicates clearly and effectively with staff, City leadership, contractors, regulatory agencies, and the public, providing transparency and responsiveness when addressing service operations and community needs.

Demonstrates a proven track record in utility planning, operational oversight, and emergency preparedness, ensuring that treatment facilities remain resilient in the face of growth, aging infrastructure, and evolving state and federal requirements.

Champions innovation and efficiency, proactively identifying opportunities to reduce system costs, improve reliability, and support sustainability in water resource management.

Possesses deep knowledge of treatment technologies, environmental regulations, and industry standards, with an awareness of emerging challenges such as PFAS, cybersecurity, and infrastructure modernization.

Shows integrity, sound judgment, and strong problem-solving skills, able to make data-driven decisions under pressure and represent the City with professionalism, fairness, and respect.



ESSENTIAL COMPETENCIES

Ensures safe, reliable, and efficient operation of the City's water and wastewater treatment facilities.

Develops and maintains operational policies, procedures, and standards aligned with federal, state, and local requirements.

Applies water and wastewater engineering principles, construction practices, and treatment technologies to operational decision-making.

Interprets technical materials such as engineering plans, specifications, regulatory documents, and safety requirements to support compliance and performance.

Oversees project planning and delivery including capital improvements, budget development, scheduling, and contract administration.

Coordinates cross-functional efforts and external partnerships to support system reliability, emergency response readiness, and long-term infrastructure needs.

Prepares accurate and informative reports, studies, and presentations to support decision-making by management, the Municipal Utility Board, and the City Council.

Conveys complex operational information clearly to a variety of audiences, supporting transparency and community understanding.

Represents the Water Utilities Department in Municipal Utility Board meetings and fulfills additional responsibilities as needed to advance department objectives.

EDUCATION & EXPERIENCE

REQUIRED

- Bachelor of Science in Civil Engineering or a related field.
- Five (5) years of experience with water/wastewater treatment and infrastructure, and project management OR by any combination of training and experience leading to the described level of knowledge and skill.
- Valid Texas Class C Driver's License with a driving record that meets or exceeds City of Weatherford standards
- Registration as a Texas Professional Engineer, or ability to obtain within six months, is preferred. Individuals with Class A TCEQ certification in water and/or wastewater treatment may be considered.

PREFERRED

- Three (3) years of supervisory experience in management capacity.



BENEFITS

Health Benefits: Low cost Medical/Rx, Dental, and Vision coverage

Paid Leave: 160 hours of paid time off annually, 80 hours of paid parental leave, and 12 paid holidays

Retirement: Texas Municipal Retirement System (TMRS) with a 7% mandatory employee contribution and 2:1 employer match. Five-year vesting. Retirement eligibility at 20 years of service or age 60 with 5 years of service

Additional Perks: Monthly phone/data allowance and gym membership reimbursement





APPLY NOW

For more information on this position contact:

Michael Boese, President

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Phone - (214) 550-2850 ext. #4

To apply for this position, please email your Cover Letter & Resume to:

applyweatherford@clearcareerpro.com

The City of Weatherford does not discriminate on the basis of race, color, religion, gender identity, national origin, race, age, disability, veteran status, sexual orientation, marital status, or any protected class.

The City of Weatherford is a drug-free and smoke-free workplace.

RESOURCES

City of Weatherford
weatherfordtx.gov

Chamber of Commerce
weatherford-chamber.com

Experience Weatherford
experienceweatherford.com

Choose Weatherford
chooseweatherford.com

Weatherford ISD
weatherfordisd.com

