



## **JOB POSTING**

**Job Title:** Regulatory Enforcement Manager  
**Job No:** 24-02-01  
**Department:** Regulatory Enforcement  
**Reports To:** Operations Manager  
**Classification:** Exempt  
**Grade Scale:** GS-10                      **Starting Pay:** \$50,659.35 annually  
**Posting Dates:** **Until Filled**

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### **JOB SUMMARY**

Oversees the Regulatory Enforcement program for the District.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES** *(including but not limited to)*

- Develops, recommends, and implements plans, policies, and programs for the District's regulatory enforcement/compliance activities.
- Prepares and manages annual budget for the Regulatory Enforcement Department.
- Provides technical assistance and consults with District management team and staff to resolve problems involving regulatory enforcement as well as contributing to the District's water loss/water accountability committee efforts.
- Trains others to execute responsibilities and tasks necessary for a successful regulatory enforcement program.
- Ensures that the regulatory enforcement program is in compliance with the Texas Commission on Environmental Quality. Keeps managers and staff updated on new rules and regulations as developed.
- Schedules, supervises, and evaluates staff.

### **REQUIRED SKILLS, EDUCATION & EXPERIENCE**

- Bachelor's degree in business administration, public administration, or related field; **or** an equivalent combination of education, training, and experience.
- Five (5) years of general supervisory experience and two (2) years of direct experience in regulatory enforcement and compliance.
- Valid Texas Class "C" Driver's License and must have acceptable driving record.
- Must be able to obtain Class "C" Wastewater Treatment License or Class "C" Water Distribution License issued by the State of Texas within one (1) year of appointment to position.
- Ability to understand all regulations and compliance programs of all related regulatory agencies.
- Must have clear and concise oral and written communication skills.
- Must be able to operate computer and various software applications.
- Bilingual preferred (English and Spanish).



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***Inquires: To apply please submit Resume and Lower Valley Water District Application to:***

**In Person:** Monday-Friday 8:30 am to 4:00 pm  
1557 FM Rd 1110, Clint Tx 79836

**Email:** [jobs@lvwd.org](mailto:jobs@lvwd.org)

**Online:** <https://www.lvwd.org>